



The Indiana Bureau of Motor Vehicles
Court Abstract Transmission System
(CATS)

Technical Manual

Mitch Daniels, Governor
State of Indiana

Andrew J Miller, Commissioner
Indiana Bureau of Motor Vehicles

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Introduction

The Indiana Bureau of Motor Vehicles is pleased to provide this information regarding “CATS” (Court Abstract Transmission System). This system enables courts throughout the state to electronically transmit data directly to the Bureau of Motor Vehicles (BMV).

By using this system, your court can update a defendant’s driving record within 24 hours of their court appearance. Imagine the impact to your court if you have the capability of reinstating or suspending driving privileges of an individual within one day. No longer will your office or the BMV be deluged with complaints due to a time lag for processing documents between the courts and the BMV. The days of tracking down misplaced and lost documents will be significantly reduced.

The methods of transmission utilized by the courts for this system include a web interface called INCite and Secure File Transfer Protocol (SFTP). Upon receipt of the transmitted data, the BMV will update the driver record, create an activity report for the court listing all records transmitted, and the disposition of each record. A computer output record will then be forwarded to a vendor who creates a microfilm copy of the SR-16 Abstract of Court Record. This eliminates the need for the court to mail these forms to the Bureau.

In mid 1988, the BMV began working with the Marshall County Superior Court to make this system a reality. During the first year, both groups worked closely in the development and testing of CATS. The final test on June 15, 1989 was completed and successful product implementation was realized approximately one month later. Since implementation, this system has proven to be a valuable tool for both the court and the Bureau. We are diligently working with all the counties to ensure 100% participation.

We are anxiously anticipating your participation with CATS, which will enable both your court and the BMV to provide better service to the public and make Indiana’s roads and highways a safer place to travel.

To initiate the procedures required to implement CATS, or to obtain further information, contact Rebecca McDonough, Program Director, Data/HTV-DUI Department, 100 N. Senate Avenue, Room N402, Indianapolis, IN 46204; or please call (317) 233-5507.

To request an activity report by mail or change the court mailing address for activity reports, contact the BMV Solution Center at (317) 233-2567 or send an email to bmvcourts@bmvl.in.gov.

For questions regarding CATS data or the CATS process, contact Keith Berry, IT Consultant, Judicial Technology and Automation Committee (JTAC), 115 West Washington Street, Suite 1080, Indianapolis, IN 46204; or please call (888) ASK-JTAC or (888) 275-5822.

System Objectives

The objectives of the CATS system are as follows:

- To automate the forwarding of court decisions to the BMV for record updates.
- To greatly reduce the lag time between court disposition and the BMV record update and provide same day processing of court dispositions, including suspensions and commercial driver license convictions.
- To reduce the number of telephone calls and complaints in both the court and the BMV due to lag time in processing SR-16 forms.
- To significantly improve compliance with the Motor Carrier Safety Improvement Act (MCSIA) regulation (Section 49 CFR 384.209) pertaining to BMV processing of commercial driver's license (CDL) convictions within 10 days.
- To reduce the data entry requirements at the BMV, minimizing the opportunity for human error due to illegible documents and mis-keyed information.
- To provide detailed daily reports to the court of all cases transmitted and the disposition of each.
- To eliminate the need for the courts to produce hard copy SR-16 (Abstract of Court Record) forms.
- To reduce costs associated with mailing or faxing documentation to the BMV.
- To standardize the way counties send their data to the BMV and keep all counties in sync using the correct 3 digit BMV offense codes. The BMV will assist counties in converting local ordinances to State offense codes recognized by the CATS system.
- The BMV and JTAC will maintain a current list of Indiana statutes and their mapping to the correct BMV offense codes. The current listing can always be found on INCite.

Functional Requirements

The court system must be capable of creating required BMV records in the following formats:

CATS Fixed File Format

A fixed file format can be created from the court's case management system and then uploaded via secure file transfer protocol (SFTP) or the INcite CATS file upload. The court systems will be required to comply with the BMV file layout requirements. The BMV cannot modify its system to accept 92 different input layouts. The courts should adhere to a file naming convention which will provide a unique name for each file and allow easier retrieval in the event we need to re-submit the file. The recommended file naming convention is: SR16xxxxx.yyyymmdd.hhmi.txt, where xxxxx = the five character court identification number, yyyy = the four digit year, mm = the two digit month, dd = the two digit day, hh = the two digit hour that the file was created, mi = the two digit minute the file was created, and txt is the file extension.

This unique file name allows for multiple files to be created on the same day if necessary.

File formats are provided later in this document.

Documents Processed by CATS

- SR-16 Abstract of Court Record
- Ticket Substitutes
- Failure to Appear (FTA)
- Reopened Abstract
- Failure to Pay (FTP)
- Payment Notice

Documents not Processed by CATS

- Court Order
- SR-17 Order of Conditional Probation *
- Amendments to existing BMV records
- Probable Cause Affidavits (Officer and Court) *
- Court Hearing Pending *
- Uniform Traffic Tickets

* In the future, the above listed documents will be accepted electronically

Sample SR-16



MANUAL CERTIFICATION OF INDIANA ABSTRACT OF COURT RECORD State Form 53124 (R 9/06) / SR16

Uniform Traffic Ticket Number

- ☐ Ticket Substitute
OR select one of the following;
- ☐ Failure to Appear (FTA) ☐ Reopened
- ☐ Failure to Pay (FTP) ☐ Payment
- ☐ Court Hearing Pending
- ☐ Amendment to an existing Abstract of Judgment

Drivers License Number				License State		License Type		Individual cited <input type="checkbox"/> Driver <input type="checkbox"/> Passenger	
Name (First, Middle, Last)						Date of Birth (Month, Day, Year)		Race Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	
Address (Number and Street)				City		State		Zip Code	
Plate Number	Vehicle Year	Vehicle Make	Vehicle Color	Vehicle Type <input type="checkbox"/> Commercial <input type="checkbox"/> Passenger	Hazardous Material <input type="checkbox"/> Yes <input type="checkbox"/> No		Accident <input type="checkbox"/> Yes <input type="checkbox"/> No	Fatality <input type="checkbox"/> Yes <input type="checkbox"/> No	
Offense Date (Month, Day, Year)		Offense Time <input type="checkbox"/> a.m. <input type="checkbox"/> p.m.	Court Disposition Date (Month, Day, Year)		Probable Cause Control No.		Chemical Test Results: Refused Failed Drugs <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
Original Offense (Description)					Original Indiana Code Cite		ACD (BMV Use Only)		
Amended Offense (Description)					Amended Indiana Code Cite		ACD (BMV Use Only)		
Court Name					Court Code and Assigned Case Number				
Court Finding	G = Guilty D = Dismissed N = Not Guilty P = Nolle Prosecui A = Vacated T = Deferred:(Statutory Authority IC: _____)				Based on: <input type="checkbox"/> Trial <input type="checkbox"/> Admission <input type="checkbox"/> Nolo Contendere		Payment Date (Month, Day, Year)		
Suspension of Driving Privileges: _____ Days _____ Years					Effective Date of OWI Suspension: _____				
OWI Stay Time: _____ Days _____ Years					<input type="checkbox"/> Probationary License for 180 days is authorized. Order of Conditional Probation (SR17) attached.				
<input type="checkbox"/> Delete Probable Cause Failure <input type="checkbox"/> Terminate Probable Cause Failure					<input type="checkbox"/> Delete Probable Cause Refusal <input type="checkbox"/> Terminate Probable Cause Refusal				
Signature of Court Representative					Title		Date (Month, Day, Year)		

This abstract is a certification of record to the Commissioner of the Indiana Bureau of Motor Vehicles as prescribed by Indiana Law.

Abstract of Court Record (SR16) Guideline

General Instructions:

- A separate SR16 form is required for each offense committed.
- It is imperative to provide a complete SR16 form.
- The court will be required to submit an additional court order if actions are not listed on the SR16 form.

1. Type of Abstract of Court Record (SR16 form)

You must select one (1) of the following

- Ticket Substitute:** Select this field if the court makes a determination (guilty, dismissed, not guilty, nolle prosequi, vacated or deferred). A ticket substitute is used in place of Uniform Traffic Ticket (UTT).
 - Failure to Appear (FTA):** Select this field if the court determines the individual cited failed to appear for an initial court hearing date and judgment is not made by court in absentia. This is an indefinite license suspension until the Bureau receives notice that the case has been reopened and final judgment determined.
 - Failure to Pay (FTP):** Select this field if the court determines the individual cited was convicted and has defaulted on traffic fines and court costs. This is an indefinite license suspension until the Bureau receives notice of payment.
 - Amendment to an Existing Abstract of Court Record:** Select this field if the court determines information previously submitted to the Bureau should be revised or amended.
 - Reopened and Disposed:** Select this field if a failure to appear (fta) was previously submitted to the bureau, individual appears in court and court finding determined. Selecting this field will terminate the indefinite failure to appear (fta) license suspension.
 - Payment:** Select this field if a failure to pay (ftp) was previously submitted to the bureau and individual satisfied all traffic fines and court costs. Selecting this field will terminate the indefinite failure to pay (ftp) license suspension.
- Uniform Traffic Ticket Number:** Specify the uniform traffic ticket number from the original abstract of court record.
 - Driver's License Number:** Specify the driver's license number or state identification (ID) card number of the individual cited. If the license or ID number is not provided, then the name, address and date of birth MUST be provided.
 - License State:** Specify the state or country in which the individual cited is licensed. This must be a valid two (2) character state abbreviation or one of the nine additional "other country" codes. (OC=Other Country, AS-American Samoa, CN=Canada, DC=District of Columbia, GU=Guam, MX=Mexico, PR=Puerto Rico, TT=Trust Territory, VI=Virgin Islands).
 - License Type:** Specify the license type of the individual cited. The valid license types are:

- a. OP (Operator)
- b. CL (Commercial Driver License)
- c. CH (Chauffer License)
- d. PP (Public Passenger Chauffer License)
- e. DE (Drivers Ed Learner Permit)
- f. LP (Learner Permit)
- g. OM (Operator Motorcycle)
- h. LM (Motorcycle Learner Permit)
- i. CP (Commercial Driver Learner Permit)
- j. CM (Chauffeur Motorcycle)
- k. PM (Public Passenger Chauffer Motorcycle)
- l. TM (Temporary Motorcycle Permit)
- m. ML (Motorcycle Only License)
- n. PR (Probationary License)
- o. OV (Other Vehicle)
- p. NA(No driver license)

6. Individual Cited: Select whether individual cited was the **Driver or Passenger**

- a. Select “**driver**”
- b. Select “**passenger**”

7. Name (first, middle, last): List the first, middle and last name of the individual cited.

8. Date of Birth: List the date of birth of the individual cited. (mm/dd/yy).

9. Race: Specify the race of the individual cited. The valid race codes are:

- a. N-No Response
- b. A-American Indian or Alaska Native
- c. B-Black or African American
- d. H-Hispanic
- e. P-Native Hawaiian or other Pacific Islander
- f. S-Asian
- g. W-White
- h. O-Other Race

10. Gender: Select the gender of the individual cited.

- a. Male
- b. Female

11. Address: List the number and street name of the individual cited. A complete address is required.

12. City: List the city in which the individual cited resides.

13. State: Specify the state or country in which the individual cited resides. This must be a valid two (2) character state abbreviation or one of the nine additional “other country” codes (OC-Other Country, AS-American Samoa, CN-Canada, DC-District of Columbia, GU-Guam, MX-Mexico, PR-Puerto Rico, TT-Trust Territory, VI-Virgin Islands).

14. Zip Code: List the zip code of the individual cited.

15. Plate Number: Specify the plate number of the vehicle

16. Vehicle Year: Specify the year of the vehicle.

17. Vehicle Make: Specify the make of the vehicle.

18. Vehicle Color: Specify the color of the vehicle.

19. Vehicle Type: Specify correct vehicle type.

- a. Commercial

- b. Passenger
- 20. **Hazardous Material:** Specify if hazardous material was involved.
 - a. Yes
 - b. No
- 21. **Accident:** Specify if vehicle was involved in an accident.
 - a. Yes
 - b. No
- 22. **Fatality:** Specify if accident involved a fatality.
 - a. Yes
 - b. No
- 23. **Offense Date:** Specify the date the individual was cited.
- 24. **Offense Time:** Specify the time the individual was cited, and whether it was morning or evening.
 - a. Morning – A.M.
 - b. Evening – P. M.
- 25. **Probable Cause Control Number:** Specify the affidavit of probable cause control number if disposition relates to the operation of vehicle with alcohol or controlled substance in body. To obtain a state-approved affidavit of probable cause form, contact the Indiana State Police at 1-800-582-8440. In addition, courts should only use the state approved form.
- 26. **Chemical Test Results: Use only when Probable Cause Control Number field specified**
 - a. Select the **Refused** field if the individual “refused” to take the breathalyzer test.
 - b. Select the **Failed** field if the individual “failed” breathalyzer test.
 - c. Select the **Drugs** field if the individual was “under the influence of drugs”.
- 27. **Original Offense Description:** Specify the description of the offense for which the individual was originally cited.
- 28. **Vehicle Speed/Posted Speed:** For speeding offenses, indicate the vehicle speed and posted speed.
- 29. **Original Indiana Code Cite:** Specify the Indiana Code Cite of the offense for which the individual was originally cited.
- 30. **Original Offense ACD Code:** This field does not require court specification. This information is supplied by the Bureau for reporting purposes to other licensing jurisdictions.
- 31. **Amended Offense (Description):** Specify the description of the offense to which the original charge was amended.
- 32. **Amended Vehicle Speed/Posted Speed:** Indicate the amended vehicle speed and posted speed in this field.
- 33. **Amended Indiana Code Cite:** Specify the Indiana Code Cite of the offense to which the original offense was amended.
- 34. **Amended Offense ACD Code:** This field does not require court specification. This information is supplied by the Bureau for reporting purposes to other licensing jurisdictions.
- 35. **Court Name:** Specify the name of the court.
- 36. **Court Code and Assigned Case Number:** Specify the five (5) digit court code and assigned case number.
- 37. **Court Disposition Date:** Specify the date the court made determination.
- 38. **Alternative Misdemeanor Granted Pursuant to Indiana Code 35-50-3-1:** Used if court determines individual is *sentenced* to alternative misdemeanor.
- 39. **Court Finding:** G, D, N, P, A, T

39a Court Finding Description:

G – Guilty

D – Dismissed

N – Not Guilty

P Nolle Proseui

A Vacated

T Deferred– Specify the statutory authority (Indiana Code Cite) under which the case is deferred. If the IC code is omitted, the document will be returned to court. All deferral traffic cases should be sent to the BMV. CDL drivers are not eligible for traffic case deferrals.

40. Based On: Select the appropriate option.

Trial – Based on a trial.

Admission – Based on individual's admission

Nolo Contendere – Based on individual's plea.

41. Payment Date: Specify the date the court costs and fines were paid.

42. Suspension of Driving Privileges: Specify the duration of the suspension time ordered by the court.

43. Effective Date of the OWI (Operating While Intoxicated) Suspension: If the court determines the Operating While Intoxicated suspension should begin on a specific date, the date should be entered in this field.

44. Probationary License for _____ days is authorized. Indicate number of day's probationary license granted. Commercial Driver's License (CDL) holders are ineligible for probationary driving privileges for their CDL Pursuant to Indiana Code 9-30-5-9.5.

45. OWI Stay Time: Specify the amount of stay time ordered by the court on license suspension for Driving While Intoxicated in days or years. The stay time cannot be greater than the amount of suspension time ordered.

46. Delete/Terminate Probable Cause Refusal:

- a. Delete Probable Cause Refusal: If the court orders the BMV to delete the probable cause refusal, this will delete the refusal from the driver's record.
- b. Terminate Probable Cause Refusal: If the court orders the BMV to terminate the probable cause refusal, will close the suspension for chemical test refusal, however, the suspension will remain on the driver's record. Pursuant to Indiana statute, there is no credit given on a chemical test refusal for suspension time served.

47. Delete Probable Cause Failure:

- a. Select this field if the court orders the BMV to delete the probable cause failure from the driver's record.

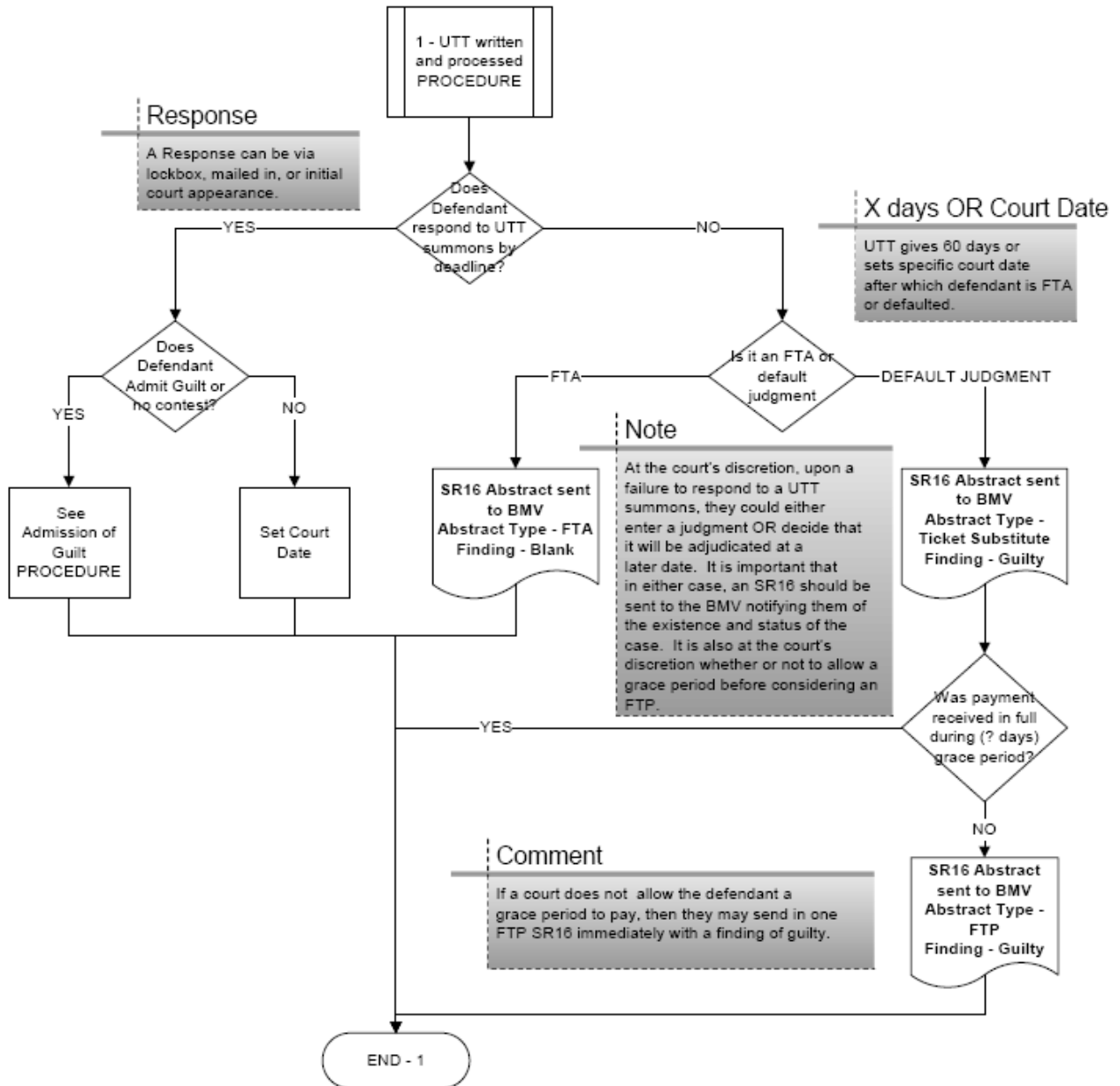
48. Signature of Court Representative: The document must be signed by a certified court official.

49. Title: List the title of the certified court official.

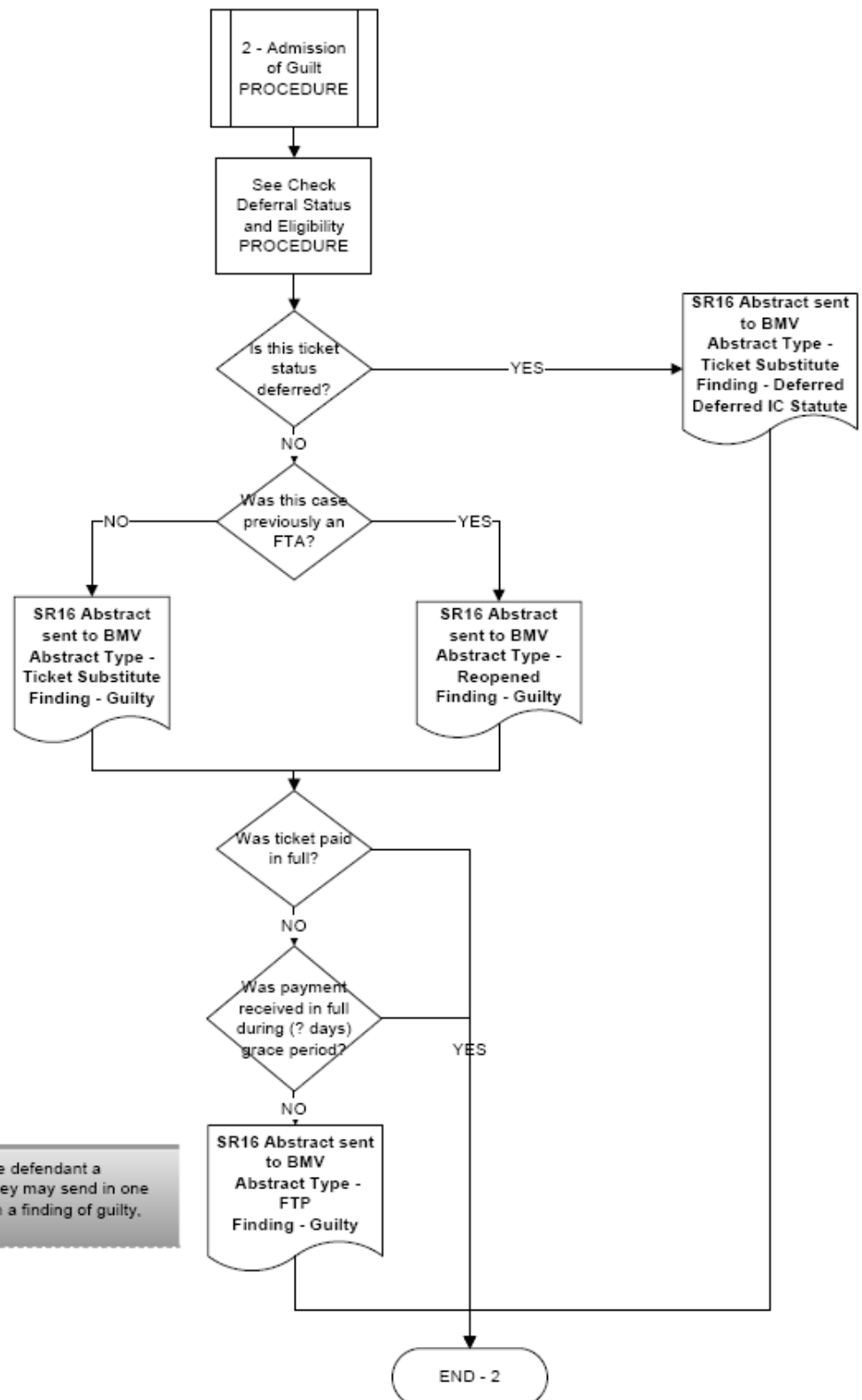
50. Date: The date of certification of the document must be entered in this field.

SR16 Process Flow

1 - UTT WRITTEN AND PROCESSED



2 - ADMISSION OF GUILT

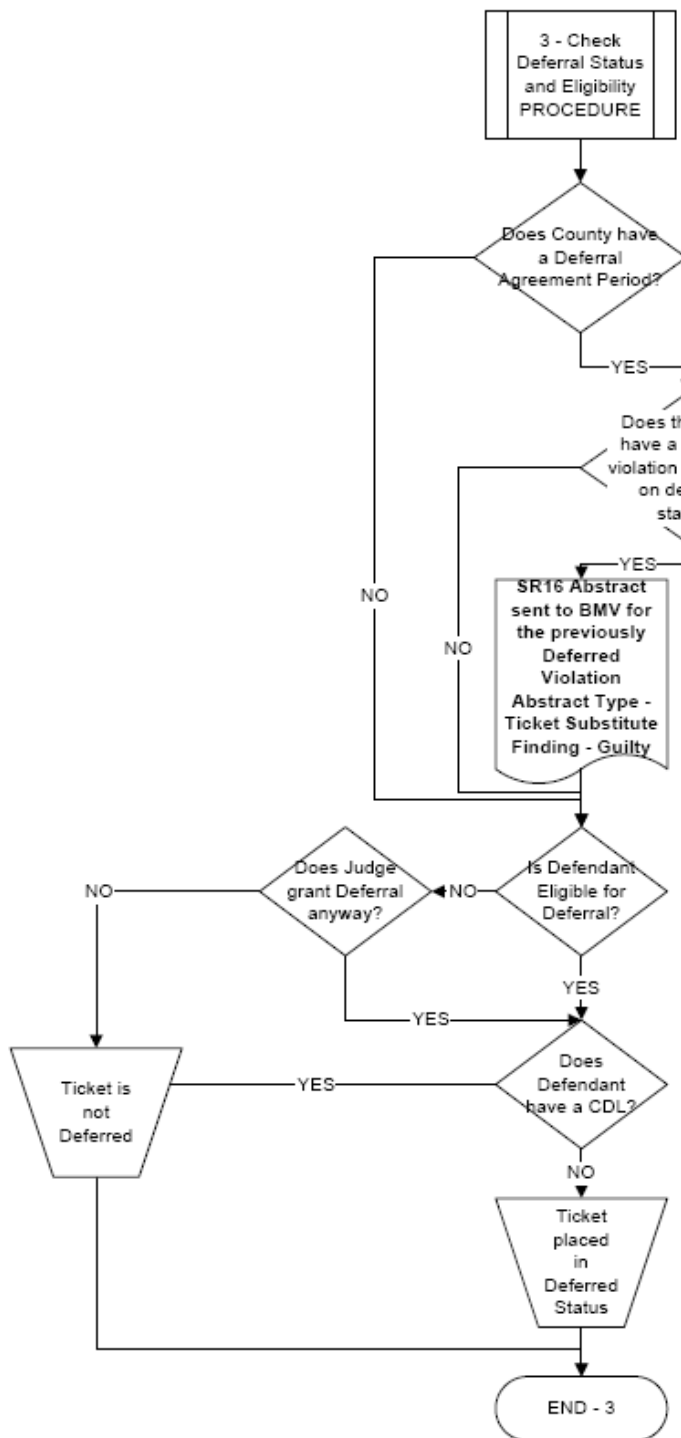


Comment

If a court does not allow the defendant a grace period to pay, then they may send in one FTP SR16 immediately with a finding of guilty.

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3 - CHECK DEFERRAL STATUS & ELIGIBILITY



Note

The prosecutor's office determines eligibility for the deferral program including checking for previously deferred violations.

Eligibility Rules

Eligibility rules vary by county. Sample criteria follow:

- Cannot have a CDL endorsement; this is not allowed by Federal & State law.
- No arrests for drunk driving within the last 5 years.
- Not a habitual traffic offender.
- No traffic convictions in county in the past 2 years.
- No participation in any county deferral program in the past 2 years.
- Ticket not in a school zone or construction zone.
- Ticket not for failure to yield to an emergency vehicle.
- Must have zero points on your driving record.
- Payment for Deferral must accompany request.

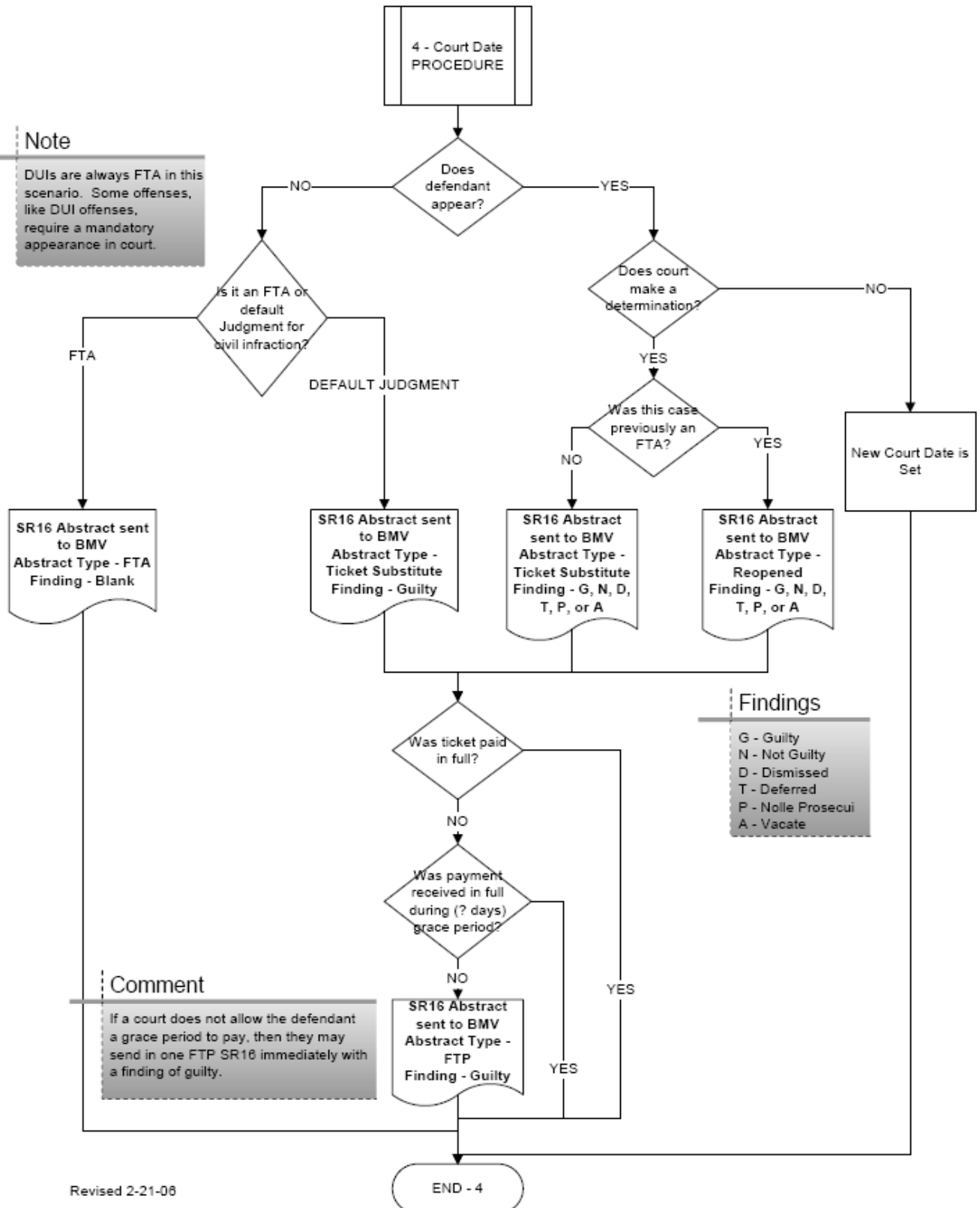
Deferred Ticket

Ticketed Violation will be placed on hold in a deferred status. It may be resurrected upon a subsequent driving violation.

4 - Court Date

Note

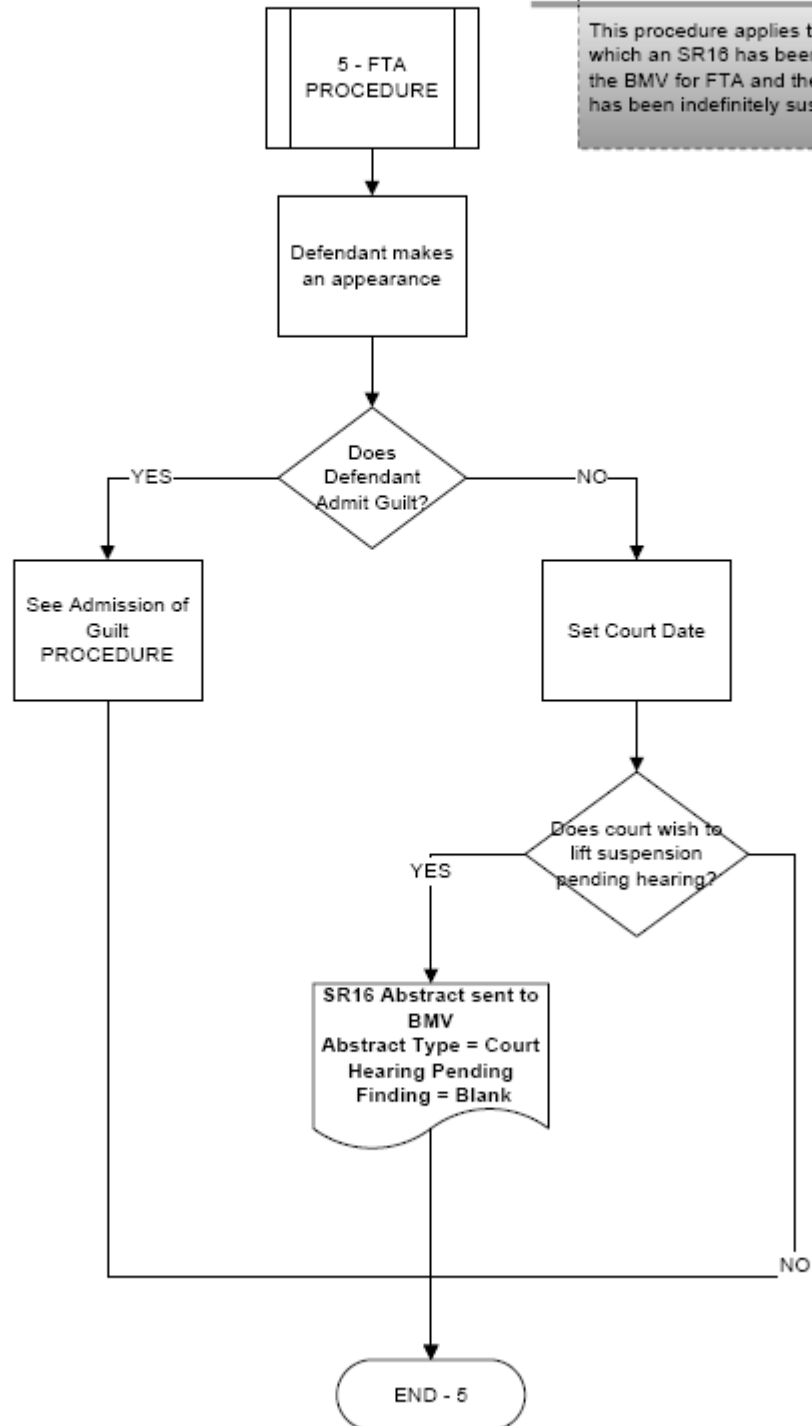
DUIs are always FTA in this scenario. Some offenses, like DUI offenses, require a mandatory appearance in court.



5 – FAILURE TO APPEAR

Note

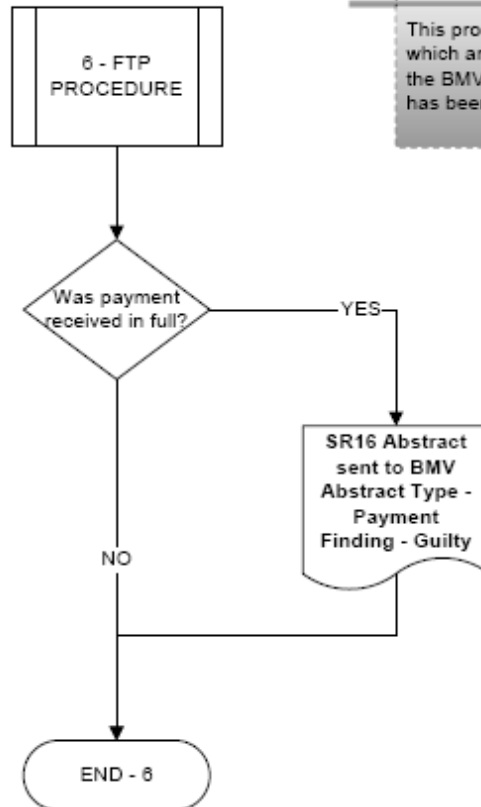
This procedure applies to defendants for which an SR16 has been previously sent to the BMV for FTA and the defendant's license has been indefinitely suspended.



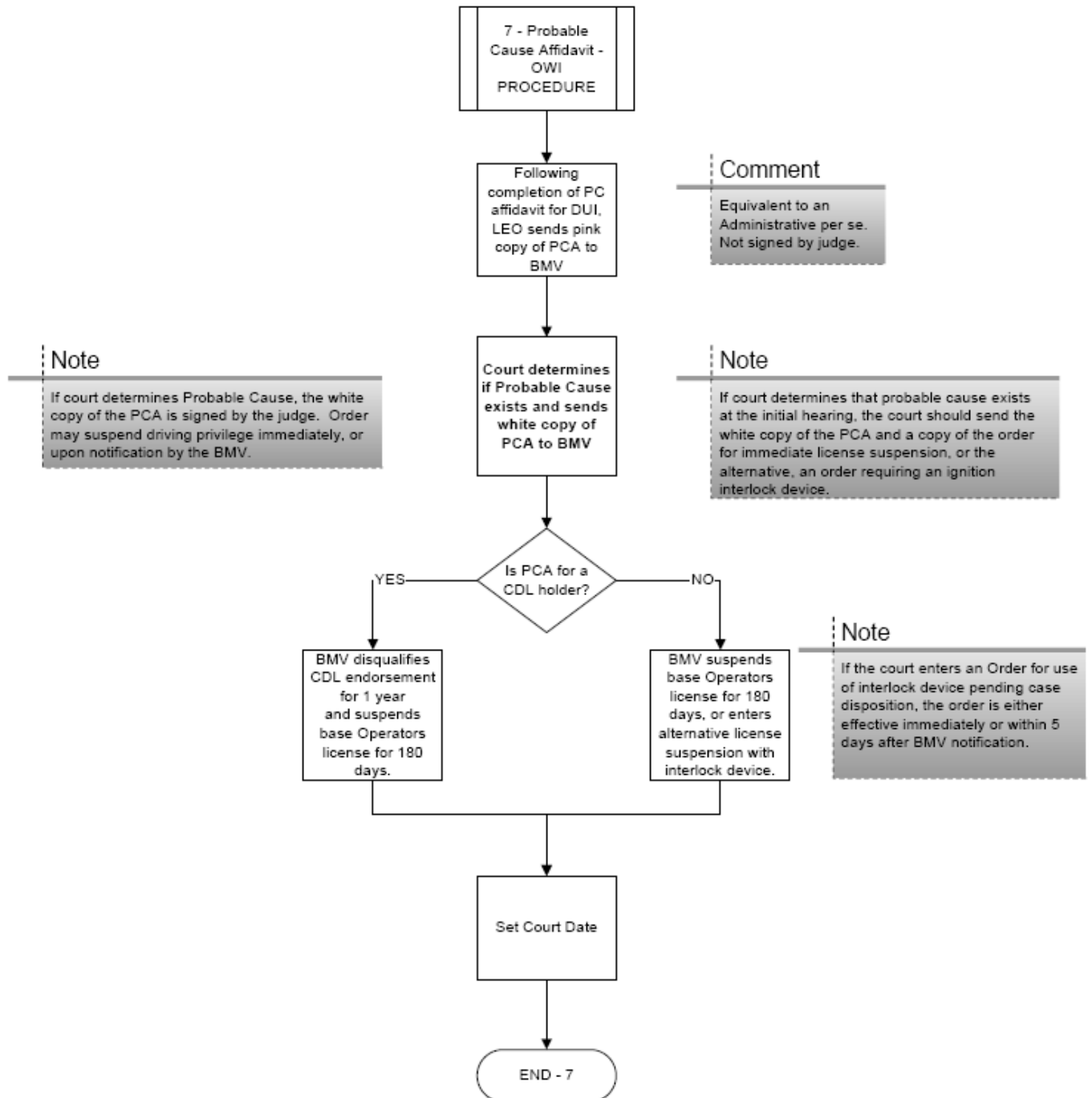
6 – FAILURE TO PAY

Note

This procedure applies to defendants for which an SR16 has been previously sent to the BMV for FTP and the defendant's license has been indefinitely suspended.



7 - PROBABLE CAUSE

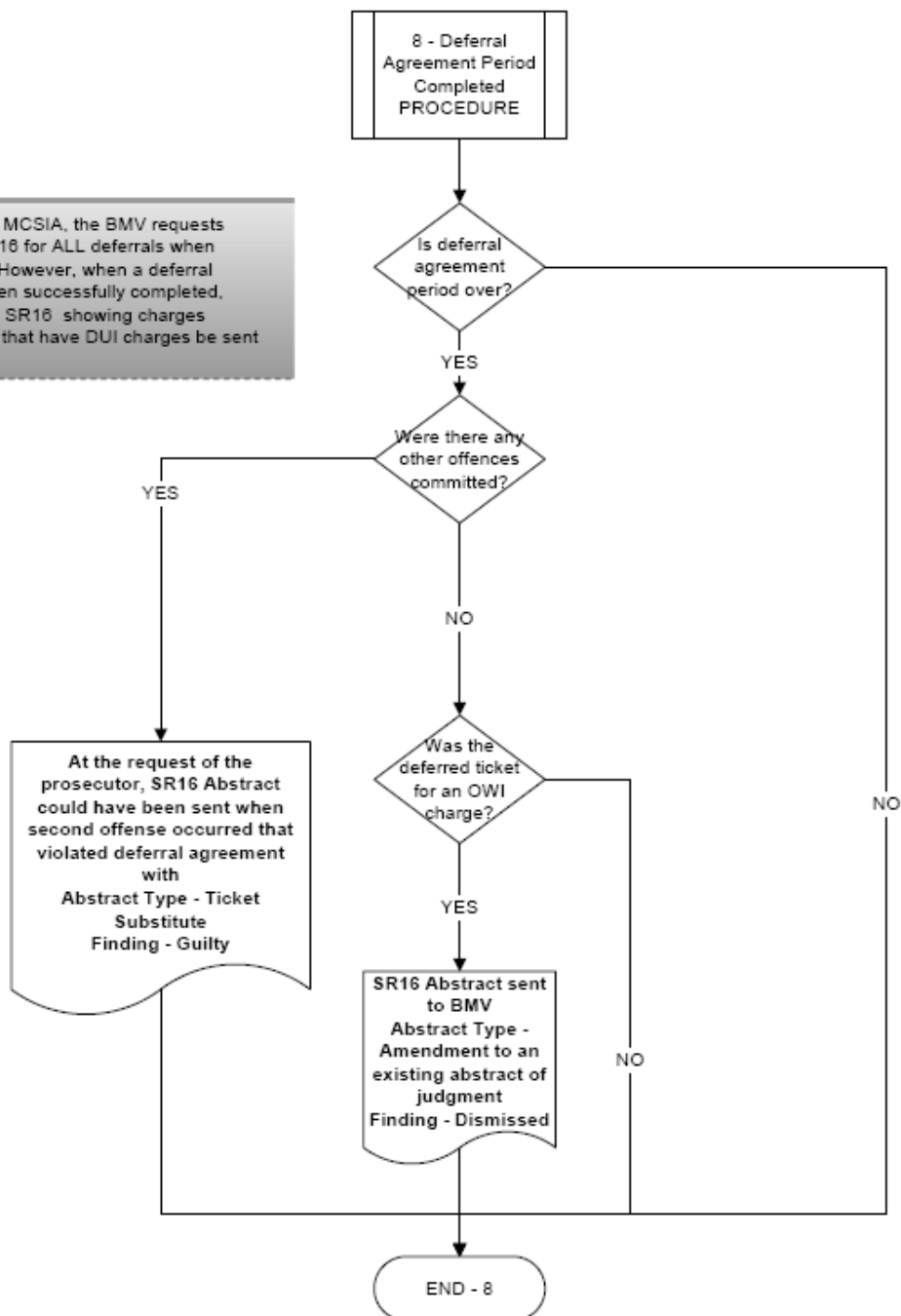


Revised 2-21-06

8 - Deferral Agreement Period Completed

Note

To ensure compliance in MCSIA, the BMV requests that counties send an SR16 for ALL deferrals when they are initially offered. However, when a deferral agreement period has been successfully completed, the BMV requests that an SR16 showing charges dismissed only for tickets that have DUI charges be sent to the BMV.



CATS Fixed File Format Input Specifications

Record Size: 80

Block Size: 6320

Control Record: The first record on each transmission must be a control record in the following format:

01	CATS-CONTROL-RECORD	
05	CONTROL-FIELD	PIC X (7) VALUE "CONTROL".
05	COUNTY	PIC 99.
05	TRANSMISSION DATE	PIC (6) MMDDYY
05	NUM-RECS-TRANSMIT	PIC 9 (9).
05	NUM-SR16s-TRANSMIT	PIC 9 (5).
05	NUM-PCAS-TRANSMIT	PIC 9 (5).
05	FILLER	PIC X (46).

SR16: Each SR16 is made up of 400 characters which are split up into 5 80-byte records as follows:

00001	01 DIS-CNT-IO	
00002	05 DIS-CNT-TRAN-TYPE	PIC XX.
00003	88 DIS-CNT-SR16	VALUE '16'.
00004	05 DIS-CNT-SR16-IO	
00005	10 DIS-CNT-ABSTRACT-TYPE	PIC X.
00006	88 DIS-CNT-FTP	VALUE 'P'.
00007	88 DIS-CNT-FTA	VALUE 'F'.
00008	88 DIS-CNT-PAY-NOTICE	VALUE 'N'.
00009	88 DIS-CNT-REOPEN	VALUE 'R'.
00010	88 DIS-CNT-TICKET	VALUE 'T'.
00011	88 DIS-CNT-HEARING-PENDING	VALUE 'H'.
00012	88 DIS-CNT-AMENDMENT	VALUE 'A'.
00013	10 DIS-CNT-DL-STATE	PIC XX.
00014	10 DIS-CNT-OS-DL-NO	PIC X (22).
00015	10 DIS-CNT-DL-NO	
00016	15 DIS-CNT-DL-NO-1	PIC X (4).
00017	15 DIS-CNT-DL-NO-2	PIC XX.
00018	15 DIS-CNT-DL-NO-3	PIC X (4).
00019	10 DIS-CNTDL-NUMBER-REDEFINES DIS-CNT-DL-NO.	
00020	15 DIS-CNT-DL-PREFIX	PIC X.
00021	15 DIS-CNT-DL-NUM.	
00022	20 DIS-CNT-DL-NUM-1	PIC XXX.
00023	20 DIS-CNT-DL-NUM-2	PIC XX.
00024	20 DIS-CNT-DL-NUM-3	PIC X (4).
00025	10 DIS-CNT-FIRST-NAME	PIC X (15).
00026	10 DIS-CNT-MIDDLE-INITIAL	PIC X.
00027	10 DIS-CNT-LAST-NAME	PIC X (16).
00028	10 DIS-CNT-ADDRESS.	
00029	15 DIS-CNT-STREET	PIC X (30).
00030	15 DIS-CNT-CITY	PIC X (22).
00031	15 DIS-CNT-STATE	PIC XX.
00032	15 DIS-CNT-ZIP	PIC 9 (5).
00033	10 DIS-CNT-BIRTH-DATE.	
00034	15 DIS-CNT-BIRTH-YY	PIC 99.
00035	15 DIS-CNT-BIRTH-MM	PIC 99.
00036	15 DIS-CNT-BIRTH-DD	PIC 99.
00037	10 DIS-CNT-CONV-OFF	PIC 999.

00038	88 DIS-CNT-VALID-OFFENSES	VALUE (001-215).
00039	10 DIS-CNT-ORIG-IC-NO	PIC X (11).
00040	10 DIS-CNT-COURT-FINE	PIC 9999V99.
00041	10 DIS-CNT-COURT-COSTS	PIC 9999V99.
00042	10 DIS-CNT-RED-OFF	PIC 999.
00043	88 DIS-CNT-VALID-RED-OFFENSES	Value (001-215)
00044	10 DIS-CNT-RED-IC-NO	PIC X (11).
00045	10 DIS-CNT-ISS-DATE.	
00046	15 DIS-CNT-ISS-YY	PIC 99.
00047	15 DIS-CNT-ISS-MM	PIC 99.
00048	15 DIS-CNT-ISS-DD	PIC 99.
00049	10 DIS-CNT-ARREST-TIME	PIC 9 (4)
00050	10 DIS-CNT-ARREST-AM-PM	PIC XX.
00051	10 DIS-CNT-ARREST-CO	PIC 99.
00052	88 DIS-CNT-VALID-COUNTIES	VALUE 00 THRU 92.
00053	10 DIS-CNT-SPEED	PIC 999.
00054	88 DIS-CNT-MAX-SPEED	VALUE 200.
00055	10 DIS-CNT-SPEED-LIMIT	PIC 99.
00056	10 DIS-CNT-BAC	PIC 99.
00057	10 DIS-CNT-DRUG-IND	PIC X.
00058	88 DIS-CNT-VALID-DRUG-IND	VALUE 'Y'. 'N'.
00059	10 DIS-CNT-COURT-FIND	PIC X.
00060	88 DIS-CNT-FIND-GUILTY	VALUE 'G'.
00061	88 DIS-CNT-FIND-NOT-GUILTY	VALUE 'N'.
00062	88 DIS-CNT-FIND-DISMISS	VALUE 'D'.
00063	88 DIS-CNT-FIND-DEFER	VALUE 'T'.
00064	88 DIS-CNT-FIND-NOLLE-PROS	VALUE 'P'.
00065	88 DIS-CNT-FIND-VACATED	VALUE 'A'.
00066	10 DIS-CNT-COURT-ID	PIC X (5).
00067	10 DIS-CNT-CASE-NO	PIC X (12).
00068	10 DIS-CNT-COURT-DISP-DATE.	
00069	15 DIS-CNT-COURT-DISP-YY	PIC 99.
00070	15 DIS-CNT-COURT-DISP-MM	PIC 99.
00071	15 DIS-CNT-COURT-DISP-DD	PIC 99.
00072	10 DIS-CNT-SUSP-ORD-TIME	PIC 999.
00073	10 DIS-CNT-SUSP-ORD-UNIT	PIC X.
00074	88 DIS-CNT-UNIT-DAYS	VALUE 'D'.
00075	88 DIS-CNT-UNIT-YEARS	VALUE 'Y'.
00076	10 DIS-CNT-VEH-TYPE	PIC X.
00077	10 DIS-CNT-VEH-CLASS	PIC XX.
00078	10 DIS-CNT-PROB-LIC	PIC X.
00079	88 DIS-CNT-PROB-LIC-YES	VALUE 'Y'.
00080	88 DIS-CNT-PROB-LIC-NO	VALUE 'N'.
00081	10 DIS-CNT-ORI-NO	PIC X (9).
00082	10 DIS-CNT-SIGNATURE	PIC X (32).
00083	10 DIS-CNT-TITLE	PIC X (5).
00084	10 DIS-CNT-PREP-DATE.	
00085	15 DIS-CNT-PREP-DATE-YY	PIC 99.
00086	15 DIS-CNT-PREP-DATE-MM	PIC 99.
00087	15 DIS-CNT-PREP-DATE-DD	PIC 99.
00088	10 DIS-CNT-STAY-TIME	PIC 9 (4).
00089	10 DIS-CNT-STAY-UNIT	PIC X.
00090	88 DIS-CNT-STAY-UNIT-DAYS	VALUE 'D'.
00091	88 DIS-CNT-STAY-UNIT-YEARS	VALUE 'Y'.
00092	10 DIS-CNT-CMV-IND	PIC X. (DEFAULT N) (ENTER Y)
00093	10 DIS-CNT-HAZMAT-IND	PIC X. (DEFAULT N) (ENTER Y)
00094	10 DIS-CNT-STAT-AUTH-IC	PIC X (12).
00095	10 DIS-CNT-BASED-ON	PIC X.
00096	88 DIS-CNT-BASED-ON-TRIAL	VALUE 'T'.
00097	88 DIS-CNT-BASED-ON-ADMISSION	VALUE 'A'.

00098	88 DIS-CNT-BASED-ON-NOLO-CONT	VALUE 'N'.
00099	88 DIS-CNT-BASED-ON-NONE	VALUE 'X'.
00100	10 DIS-CNT-LIC-TYPE	PIC XX.
00101	88 DIS-CNT-LIC-TYPE-OPERATOR	VALUE 'OP'.
00102	88 DIS-CNT-LIC-TYPE-COMMERCIAL	VALUE 'CL'.
00103	88 DIS-CNT-LIC-TYPE-CHAUFFER	VALUE 'CH'.
00104	88 DIS-CNT-LIC-TYPE-PUB-PASS-CH	VALUE 'PP'.
00105	88 DIS-CNT-LIC-TYPE-DR-ED-LEARNER	VALUE 'DE'.
00106	88 DIS-CNT-LIC-TYPE-LEARNER	VALUE 'LP'.
00107	88 DIS-CNT-LIC-TYPE-OP-MOTOR	VALUE 'OM'.
00108	88 DIS-CNT-LIC-TYPE-MOTOR-LEARNER	VALUE 'LM'.
00109	88 DIS-CNT-LIC-TYPE-CD-LEARNER	VALUE 'CP'.
00110	88 DIS-CNT-LIC-TYPE-CHAUF-MOTOR	VALUE 'CM'.
00111	88 DIS-CNT-LIC-TYPE-PUB-PASS-CH-M	VALUE 'PM'.
00112	88 DIS-CNT-LIC-TYPE-TEMP-MOTOR	VALUE 'TM'.
00113	88 DIS-CNT-LIC-TYPE-MOTOR-ONLY	VALUE 'ML'.
00114	88 DIS-CNT-LIC-TYPE-PROB-LIC	VALUE 'PR'.
00115	88 DIS-CNT-LIC-TYPE-OTHER	VALUE 'OV'.
00116	10 DIS-CNT-RACE	PIC XX.
00117	88 DIS-CNT-RACE-INDIAN	VALUE 'A'.
00118	88 DIS-CNT-RACE-BLACK	VALUE 'B'.
00119	88 DIS-CNT-RACE-HAWAIIAN	VALUE 'P'.
00120	88 DIS-CNT-RACE-ASIAN	VALUE 'S'.
00121	88 DIS-CNT-RACE-WHITE	VALUE 'W'.
00122	88 DIS-CNT-RACE-OTHER	VALUE 'O'.
00123	88 DIS-CNT-RACE-INDIAN-HISP	VALUE 'AH'.
00124	88 DIS-CNT-RACE-BLACK-HISP	VALUE 'BH'.
00125	88 DIS-CNT-RACE-HAWAIIAN-HISP	VALUE 'PH'.
00126	88 DIS-CNT-RACE-ASIAN-HISP	VALUE 'SH'.
00127	88 DIS-CNT-RACE-WHITE-HISP	VALUE 'WH'.
00128	88 DIS-CNT-RACE-OTHER-HISP	VALUE 'OH'.
00129	10 DIS-CNT-GENDER	PIC X.
00130	88 DIS-CNT-GENDER-MALE	VALUE 'M'.
00131	88 DIS-CNT-GENDER-FEMALE	VALUE 'F'.
00132	10 DIS-CNT-ACCIDENT	PIC X. (DEFAULT N) (ENTER Y)
00133	10 DIS-CNT-FATALITY	PIC X. (DEFAULT N) (ENTER Y)
00134	10 DIS-CNT-DEL-PROB-CAUSE-FAIL	PIC X.
00135	10 DIS-CNT-TERM-PROB-CAUSE-FAIL	PIC X.
00136	10 DIS-CNT-DEL-PROB-CAUSE-REFUS	PIC X.
00137	10 DIS-CNT-TERM-PROB-CAUSE-REFUS	PIC X.
00138	10 DIS-CNT-IND-CITED	PIC X.
00139	88 DIS-CNT-IND-CITED-DRIVER	VALUE 'D'.
00140	88 DIS-CNT-IND-CITED-PASSENGER	VALUE 'P'.
00141	88 DIS-CNT-IND-CITED-NONE	VALUE 'X'.
00142	10 DIS-CNT-AMENDED-SPEED	PIC 999.
00143	88 DIS-CNT-AMENDED-MAX-SPEED	VALUE 200.
00144	10 DIS-CNT-AMENDED-SPEED-LIMIT	PIC 99.
00145	10 FILLER	PIC X (3).
00146	10 DIS-CNT-UNI-TRAFFIC-TICKET-NO	PIC X (12).
00147	10 DIS-CNT-LICENSE-PLATE-NO	PIC X (10).
00148	10 DIS-CNT-VEHICLE-YEAR	PIC 9999.
00149	10 DIS-CNT-VEHICLE-MAKE	PIC X (10).
00150	10 DIS-CNT-VEHICLE-COLOR	PIC X (10).
00151	10 DIS-CNT-PROB-CAUSE-CONTROL-NO	PIC X (12).
00152	10 DIS-CNT-PAYMENT-DATE.	
00153	15 DIS-CNT-PAYMENT-DATE-YY	PIC 99.
00154	15 DIS-CNT-PAYMENT-DATE-MM	PIC 99.
00155	15 DIS-CNT-PAYMENT-DATE-DD	PIC 99.
00156	10 DIS-CNT-EFF-OWI-SUSP-DATE	
00157	15 DIS-CNT-OWI-SUSP-DATE-YY	PIC 99.

00158 15 DIS-CNT-OWI-SUSP-DATE-MM
 00159 15 DIS-CNT-OWI-SUSP-DATE-DD
 00160 10 FILLER

PIC 99.
 PIC 99.
 PIC X. (10).

Definitions of DIS-CNT-IO Fields

Line	Description	Required	Length	Start Pos	End Pos	Validation
00002	Identifies the Type of Record	Yes	2	1	2	Value = 16 (SR16)
00005	Identifies the Type of Transaction	Yes	1	3	3	Value = P (Failure to Pay) F (Failure to Appear) N (Payment Notice) R (Reopen) T (Ticket Substitute) H (Court Hearing Pending) * Future A (Amendment to Previous SR16) *Future
00013	Licensing State	Yes (Can be blank if name, address, and date of birth provided)	2	4	5	Must be a valid state abbreviation or one of the eleven accepted non-state abbreviations Licensing State and License Number can both be left blank, so long as name, address, and date of birth are provided.
00014	Out of State License Number	Yes if State not blank and not IN	22	6	27	Must be alpha and/or numeric
00015	Indiana Driver's License Number	Yes if State IN	10	28	37	Must be numeric with no dashes
00025	Driver's First Name	Yes	15	38	52	Must be alpha and/or numeric
00026	Driver's Middle Initial	No	1	53	53	Must be alpha and/or numeric
00027	Driver's Last Name	Yes	16	54	69	Must be alpha and/or numeric
00029	Driver's Street Address	Yes	30	70	99	Must be alpha and/or numeric
00030	Driver's City	Yes	22	100	121	Must be alpha and/or numeric
00031	Driver's State of Residence	Yes	2	122	123	Must be a valid state abbreviation or one of the eleven accepted non-state abbreviations
00032	Driver's Zip Code	No	5	124	128	
00033	Driver's Date of Birth	Yes	6	129	134	Must be numeric in YYMMDD format
00037	Offense Code of Original Offense	Yes	3	135	137	Must be numeric (001 – 999) Currently, the maximum valid BMV code is 226 .
00039	Indiana Code Site of Original	Yes	11	138	148	Must be alpha and/or numeric
00040	Court Fine	No	6	149	154	Implied 2 decimal places for cents
00041	Court Costs	No	6	155	160	Implied 2 decimal places for cents
00042	Offense Code of Reduced Offense	Yes if reduced	3	161	163	Must be numeric (001 – 999) Currently, the maximum valid BMV code is 220. Cannot be equal to the original offense code unless it is a speeding offense (032, 100, or 217)
00044	Indiana Code Site of Reduced Offense	Yes if reduced	11	164	174	Must be alpha and/or numeric Can't be a Code Site that maps to the same BMV Offense Code as the Original Code Site, unless it is a

						speeding offense (032, 100, or 217).
00045	Issue Date of Citation	Yes	6	175	180	Must be numeric in YYMMDD format
00049	Time of Violation	No	4	181	184	Must be numeric in HH MI format
00050	Time of Violation AM or PM	No	2	185	186	Must be alpha AM or PM
00051	County Code of Arrest	Yes	2	187	188	Must be valid county ID (00-92)
00053	Speed Driver was Driving	No	3	189	191	Must be numeric and only applies if offense was speeding (032, 100, or 217) Should always be provided when known, but can be omitted if speeds were not cited.
00055	Posted Speed Limit	No	2	192	193	Must be numeric and only applies if offense was speeding (032, 100, or 217) Should always be provided when known, but can be omitted if speeds were not cited.
00056	Blood Alcohol Content	Yes if Offense 090-095	2	194	195	Must be numeric
00057	Drug Indicator	Yes if Offense 090-095	1	196	196	Must be Y (yes) or N (no)
00059	Court Disposition	Yes	1	197	197	Values = G (Guilty) N (Not Guilty) D (Dismissed) T (Deferred) P (Nolle Prosequi) A (Vacated) * Future Blank space for FTA
00066	Court Identification Code	Yes	5	198	202	Alpha/numeric 5 digit court code
00067	Court Cause/Case Number	Yes	12	203	214	Format is YYMM Case Type and 1 – 6 digits
00068	Court Disposition Date	Yes	6	215	220	Must be numeric in YYMMDD format Current date of court action in F, R, T, H, & A transactions. For N and P transactions, this date should equal the conviction date on original FTP or Ticket Substitute.
00072	Suspension Time Imposed for the Offense	No	3	221	223	Must be numeric and 000 unless disposition is G (Guilty) or T (Deferred).
00073	Suspension time unit	Yes if line 00072 is greater than 000	1	224	224	D (days) or Y (years)
00076	Vehicle Type	No	1	225	225	P = Passenger or C = Commercial Motor Vehicle
00077	Vehicle Class	No	2	226	227	
00078	Probationary License Indicator	Yes if OWI offense 090-095	1	228	228	Y (yes) N (no)
00081	Identifies Law Enforcement Agency or Officer	No	9	229	237	Must be alpha and/or numeric
00082	Name of Certifying Official	Yes	32	238	269	Must be alpha and/or numeric
00083	Title of Certifying Official	Yes	5	270	274	Must be alpha and/or numeric

00084	Date of Abstract Certification	Yes	6	275	280	Must be numeric in YYMMDD format
00088	Amount of Suspension Time Stayed	No	4	281	284	Default 0000
00089	Suspension Time Stayed Unit	Yes if line 00088 is greater than 0000	1	285	285	D (days) or Y (years)
00092	Commercial Motor Vehicle Indicator	Yes	1	286	286	Y (yes) or N (no) Refers to vehicle type.
00093	Hazardous Materials Indicator	Yes	1	287	287	Y (yes) or N (no) If 'Y' then CMV indicator = 'Y'

00094	Statutory Authorization IC Code	Yes, if Court Disposition = "T"	12	288	299	Must be alpha and/or numeric
00095	Based On	No	1	300	300	Value = T (Trial) A (Admission) N (Nolo Contendere) X (None)
00100	License Type	Yes, if out-of-state license number or Indiana driver's license number are NOT blank	2	301	302	Value = OP (Operator) CL (Commercial Driver License) CH (Chauffer License) PP (Public Passenger Chauffer License) DE (Drivers Ed Learner Permit) LP (Learner Permit) OM (Operator Motorcycle) LM (Motorcycle Learner Permit) CP (Commercial Driver Learner Permit) CM (Chauffeur Motorcycle) PM (Public Passenger Chauffer Motorcycle) TM (Temporary Motorcycle Permit) ML (Motorcycle Only License) PR (Probationary License) OV (Other Vehicle) NA(No driver license)
00116	Race	No	2	303	304	Value = A (American Indian or Alaskan Native) B (Black or African American) P (Hawaiian or Pacific Islander) S (Asian) W (White) O (Other) AH (Hispanic Indian or Alaskan Native) BH (Hispanic Black or African American) PH (Hispanic Hawaiian or Pacific Islander) SH (Hispanic Asian) WH (Hispanic White) OH (Hispanic Other)
00129	Gender	Yes	1	305	305	Value = M (Male) F (Female)
00132	Accident	Yes	1	306	306	Y (Yes) or N (No)
00133	Fatality	Yes	1	307	307	Y (Yes) or N (No)
00134	Delete Probable Cause Failure	No	1	308	308	Y (Yes) or N (No)
00135	Terminate Probable Cause Failure	No	1	309	309	Y (Yes) or N (No)

00136	Delete Probable Cause Refusal	No	1	310	310	Y (Yes) or N (No)
00137	Terminate Probable Cause Refusal	No	1	311	311	Y (Yes) or N (No)
00138	Individual Cited	No	1	312	312	Value = D (Driver) P (Passenger) X (None)
00142	Amended Speed	No	3	313	315	Must be numeric and only applies if reduced offense was speeding (032, 100, or 217) Should always be provided when known, but can be omitted if speeds were not cited.
00144	Amended Speed Limit	No	2	316	317	Must be numeric and only applies if reduced offense was speeding (032, 100, or 217) Should always be provided when known, but can be omitted if speeds were not cited.
00145	Filler	No	3	318	320	For Future Use
00146	Uniform Traffic Ticket Number	Yes	12	321	332	Must be alpha and/or numeric
00147	License Plate Number	Yes if vehicle info provided	10	333	342	Must be alpha and/or numeric
00148	Vehicle Year	Yes if vehicle info provided	4	343	346	Must be numeric
00149	Vehicle Make	Yes if vehicle info provided	10	347	356	Must be alpha and/or numeric
00150	Vehicle Color	No	10	357	366	Must be alpha and/or numeric
00151	Probable Cause Control Number	No	12	367	378	Must be alpha and/or numeric
00152	Payment Date	No	6	379	384	Must be numeric in YYMMDD format
00156	Effective OWI Suspension Date	No	6	385	390	Must be numeric in YYMMDD format
00160	Filler	No	10	391	400	For Future Use

Additional Validations:

- For SR16s that reference a previous SR16, such as Reopen and FTP, the case number must match the original case number exactly, including any leading zeros.
- A Payment SR16 should close an FTP SR16. An FTP should be submitted first to record the conviction. If the payment does not match to a previous FTP, it will be entered into the BMV database as a citation and payment.
- If Driver's License State is not equal to IN, a hard copy SR16 will be printed and sent to the state of record. If the License State is blank, the BMV will process the hardcopy SR16 if it includes name, address, and date of birth.
- If the Disposition is equal to T (Deferred), the SR16 will be manually processed by the BMV and placed in the driver's history record where it will only be visible to the BMV.
- If the license number, name, and/or date of birth don't match the BMV records, or the driver's license is flagged as cancelled or fraudulent, or the case number is missing, the BMV will attempt to process the SR16 manually provided they can determine the mis-match.
- If the court id, type of transaction, case number, and BMV offense code match an existing record, a hard copy SR16 will be printed and manually processed by the BMV to determine if it is actually a duplicate.

- If the Hazmat Indicator is Y (Yes) then the Commercial Motor Vehicle Indicator must be Y (Yes).
- The Abstract Certification Date cannot be a future date nor can it be before the Date of Birth, Offense Date, or Court Disposition Date.
- The Court Disposition Date cannot be a future date nor can it be before the Offense Date or after the Abstract Certification Date.
- The Issue Date of Citation cannot be a future date, nor can it be before the Date of Birth, or after the court disposition date, or abstract certification date.
- If none of the identifiers are found, the system assumes that the individual is an unlicensed driver and a driving record is built by DISR Data Entry Section personnel.
- Speeding citations should always include the Speed the Driver was Driving and the Posted Speed Limit when the speeds are known. However, a speeding citation can be sent without the Speed the Driver was Driving or the Posted Speed Limit when they are not known, and it will go onto the driver record as 2 point speeding citation.

CATS Sample Fixed File Format Layout

```

0  CONTROL990622060000015950031900000
1  16TIN          1234567890JOHN          QDOE          1234 ANY STR
2  EET LANE  ZIONSVILLE          IN460774406271209-18-2-7 002250010650
3          0606150247PM060000 0 NG06I020606IF1269  060622000  NZPD  DOL
4  LY MADISON          DEPUT0606220000 NN
5

```

Line 0: Control line. One control line per transmission.

Diagram illustrating the structure of Line 0 (Control line):

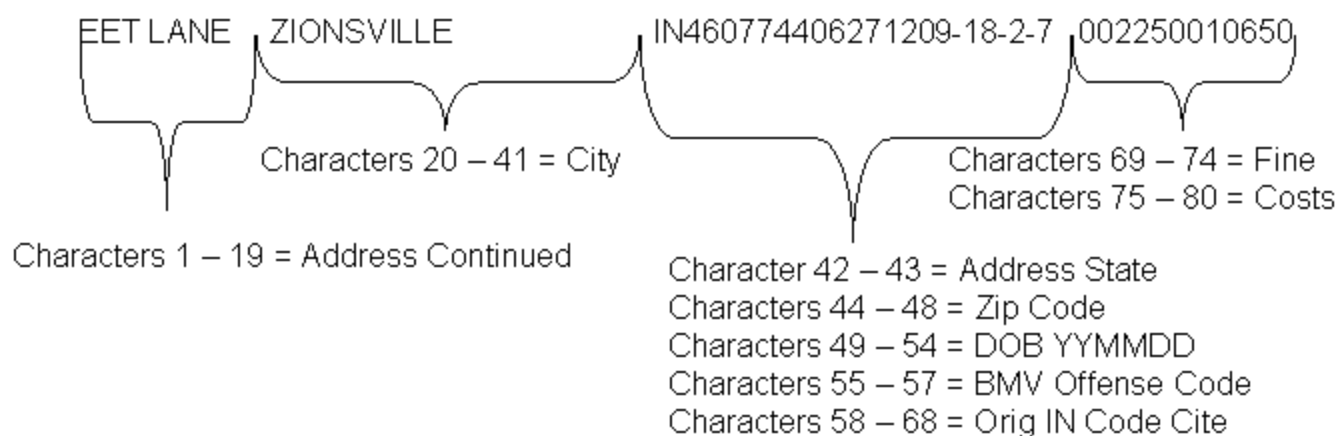
CONTROL	99	062206	000001595	00319	00000
Start of Control Number	County Code	Date MMDDYY	# of Records Transmitted	# of PCs Transmitted	# of SR16s Transmitted

Line 1: 1 of 5 80 byte records.

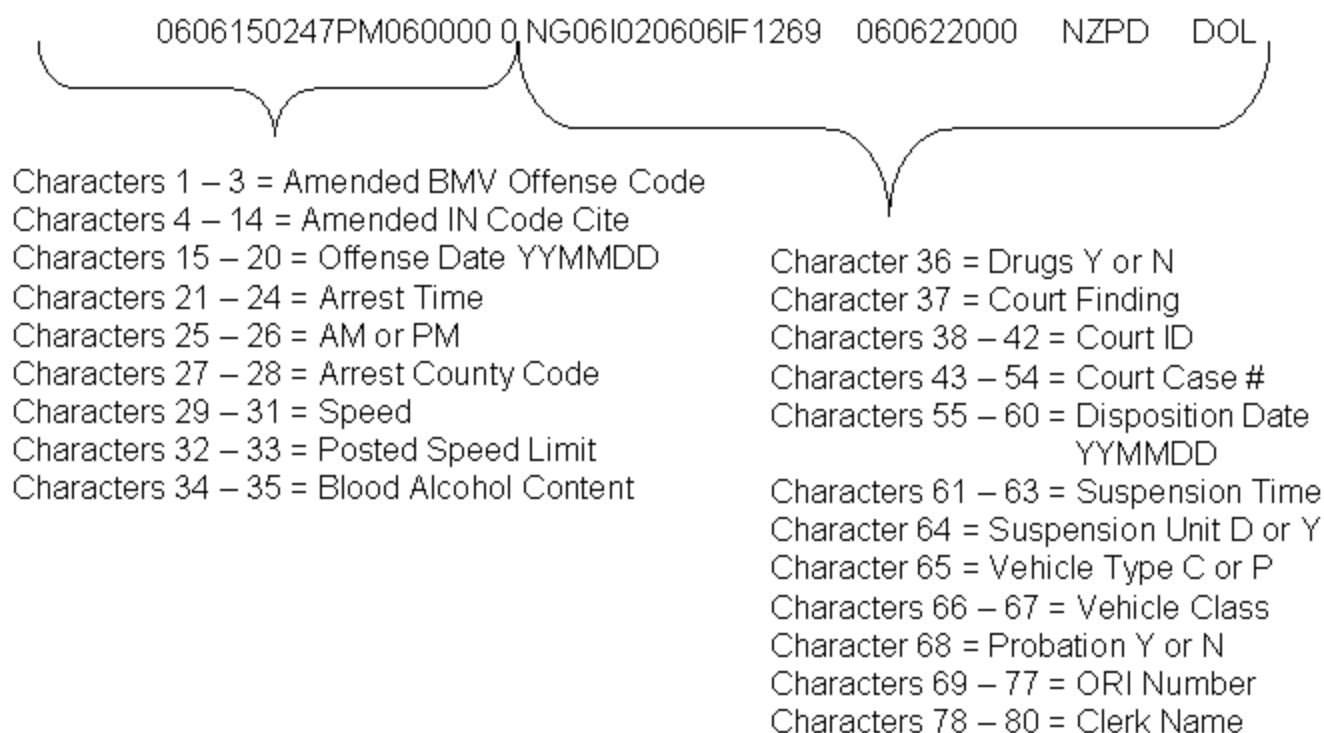
Diagram illustrating the structure of Line 1 (1 of 5 80 byte records):

16TIN	1234567890JOHN	QDOE	1234 ANY STR
Characters 1 - 2 = SR16	Characters 28 - 37 = IN DL #	Character 53 = Middle Initial	Characters 70 - 80 = Address
Character 3 = Abstract type	Characters 38 - 52 = First Name	Characters 54 - 69 = Last Name	
Characters 4 - 5 = License State Code			
Characters 6 - 27 = Out of State DL #			

Line 2: 2 of 5 80 byte records.



Line 3: 3 of 5 80 byte records.



Line 4: 4 of 5 80 byte records.

LY MADISON DEPUT0606220000 NNssssssssssssbltrrgafdttdtcaaall

Characters 1 – 29 = Clerk Name continued

Characters 30 – 34 = Title

Characters 35 – 40 = Date of Abstract YYMMDD

Characters 41 – 44 = Stay Time

Character 45 = Stay Unit D or Y

Character 46 = CMV Indicator Y or N

Character 47 = HazMat Indicator Y or N

Characters 48 – 59 = Statutory
Authority IC

Character 60 = Based on

Characters 61 – 62 = License Type

Characters 63 - 64 = Race

Character 65 = Gender

Character 66 = Accident Y or N

Character 67 = Fatality Y or N

Character 68 = Delete Probable Cause
Failure

Character 69 = Terminate Probable
Cause Failure

Character 70 = Delete Probable Cause
Refusal

Character 71 = Terminate Probable
Cause Refusal

Character 72 = Individual Cited D or P
or Blank

Characters 73 – 75 = Amended Speed

Characters 76 – 77 = Amended Speed
Limit

Characters 78 – 80 = Filler

Line 5: 5 of 5 80 byte records.

ttttttttttnnnnnnnnnnnyyyymmmmmmmmmmmccccccccccpppppppppppyymddssssss

Characters 1 – 12 = Uniform Traffic Ticket #

Characters 13 – 22 = License Plate #

Characters 23 – 26 = Vehicle Year

Characters 27 – 36 = Vehicle Make

Characters 37 – 46 = Vehicle Color

Characters 47 – 58 = Probable Cause Control #

Characters 59 – 64 = Payment Date

Characters 65 – 70 = Effective OWI Suspension
Date

Characters 71 – 80 = Filler

XML File Layout

```
<?xml version="1.0" ?>
<transaction name="CATS Submission">
  <control>
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    <total_records>nnnnnnnn</total_records>
    <total_sr16>nnnnnnnn</total_sr16>
    <transmit_date>mmddyyyy</transmit_date>
    <version_number>1.00</version_number>
  </control>
  <SR16>
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    <arrest_county>NN</arrest_county>
    <arrest_time>HH:MM</arrest_time>
    <bac>NN</bac>
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    <certifying_official>XXXXXXXXXXXXXXXXXXXXXXXXXX</certifying_official>
    <certifying_title>XXXXX</certifying_title>
    <chemical_test>X</chemical_test>
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    <court_finding>X</court_finding>
    <court_fine>nnnn.nn</court_fine>
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    <dl_state>XX</dl_state>
    <dob>mmddyyyy</dob>
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    <driver_last_name>XXXXXXXXXXXX</driver_last_name>
    <driver_middle_initial>X</driver_middle_initial>
    <finding_basis>X</finding_basis>
    <hazmat_indicator>X</hazmat_indicator>
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    <individual_cited>X</individual_cited>
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    <oos_dl_no>XXXXXXXXXXXXXXXXXXXXXX</oos_dl_no>
    <original_ic_number>xxxxxxxxxxxx</original_ic_number>
    <original_offense>XXX</original_offense>
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    <pc_control_number>xxxxxxxxxxxxxxxxxxxx</pc_control_number>
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    <probationary_license>X</probationary_license>
    <reduced_ic_number>XXXXXXXXXXXX</reduced_ic_number>
    <reduced_offense>nnn</reduced_offense>
    <speed>NNN</speed>
    <speed_limit>NNN</speed_limit>
    <state>XX</state>
    <stay_time>NNNN</stay_time>
```

```

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    <suspension_time>NNN</suspension_time>
    <suspension_unit>>X</suspension_unit>
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    <vehicle_color>Xxxxxxxx</vehicle_color>
    <vehicle_make>Xxxxxxxxxx</vehicle_make>
    <vehicle_type>X</vehicle_type>
    <vehicle_year>Xxxx</vehicle_year>
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</SR16>
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    <arrest_county>NN</arrest_county>
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    <arresting_officer>XXXXXXXXXXXXXXXXXXXX</arresting_officer>
    <bac>NN</bac>
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    <city>xxxxxxxxxxxxxxxxxx</city>
    <cmv_indicator>x</cmv_indicator>
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    <disposition_date>mmddyyyy</disposition_date>
    <dl_state>XX</dl_state>
    <dob>mmddyyyy</dob>
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    <driver_last_name>XXXXXXXXXXXX</driver_last_name>
    <driver_middle_initial>X</driver_middle_initial>
    <drugs>N</drugs>
    <in_dln>XXXX-XX-XXXX</in_dln>
    <issue_date>mmddyyyy</issue_date>
    <law_enforcement_id>XXXXXXXXXX</law_enforcement_id>
    <name_of_judge>XXXXXXXXXXXXXXXXXXXX</name_of_judge>
    <officer_court_indicator>X</officer_court_indicator>
    <oos_dln>XXXXXXXXXXXXXXXXXXXX</oos_dln>
    <original_ic_number>XXXXXXXXXXXX</original_ic_number>
    <original_offense>NNNN</original_offense>
    <other_offenses>XXXXXXXXXX</other_offenses>
    <pc_control_number>xxxxxxxxxxxxxxxxxx</pc_control_number>
    <refusal_failure>X</refusal_failure>
    <state>XX</state>
    <street>xxxxxxxxxxxxxxxxxx</street>
    <vehicle_class>XX</vehicle_class>
    <vehicle_type>X</vehicle_type>
    <zip>NNNNN</zip>
</ProbableCause>
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    <city>xxxxxxxxxxxxxxxxxx</city>
    <court_id>XXXXX</court_id>
    <court_issue_date>mmddyyyy</court_issue_date>
    <dl_state>XX</dl_state>
    <dob>mmddyyyy</dob>

```



```

<driver_first_name>xxxxxxxxxxx</driver_first_name>
<driver_last_name>XXXXXXXXXXXX</driver_last_name >
<driver_middle_initial>X</driver_middle_initial>
<driver_signature> (Up to 32 characters)</driver_signature>
<driver_signature_date>mmddyyyy</driver_signature_date>
<employer> (Up to 128 characters)</employer>
<employer_city>XXXXXXXXXXXXXXXXXXXX</employer_city>
<employer_state>XX</employer_state>
<employer_street> (Up to 30 characters)</employer_street>
<employer_zip>xxxxx-xxxx</employer_zip>
<HTV_years>X</HTV_years>
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<interlock_days>999</interlock_days>
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<interlock_ordered>Y/N</interlock_ordered>
<interlock_years>999</interlock_years>
<name_of_judge> (Up to 32 characters)</name_of_judge>
<oos_dln>XXXXXXXXXXXXXXXXXXXX</oos_dln>
<other_restrictions> (Up to 128 characters)</other_restrictions>
<probation_type>X</probation_type>
<state>XX</state>
<statutory_authority>(20 characters)</statutory_authority>
<street>xxxxxxxxxxxxxxxxxx</street>
<to_from_work_info> (up to 128 characters)</to_from_work_info>
<zip>NNNNN</zip>
</SR17>
</transaction>

```

CATS SR-16 XML File Description

Field	Length	Start position	End position	Description	Edits
Record type	2	1	2	Record type	16
Abstract type	1	3	3	SR16 action	See SR-16 abstract type code table
DL state	2	4	5	State that issued the driver's license	Valid state abbreviation DL state and DLN can be left blank, so long as name, address, and date of birth are provided.
OOS DL No	22	6	27	DLN for an out of state driver	If court does not provide the OOS DLN, STARS should automatically fill in all zeros
IN DLN	10	28	37	DLN for an Indiana driver	Found in Indiana database if DL state is IN
First name	15	38	52	Driver's first name	Required
Middle initial	1	53	53	Driver's middle initial	
Last name	16	54	69	Driver's last name	Required
Street	30	70	99	Driver's street address	Required
City	22	100	121	City of driver's address	Required
State	2	122	123	State of driver's address	Required
ZIP	5	124	128	Driver's ZIP code	Required
DOB	6	129	134	Driver's date of birth	YYMMDD, required
Original offense	3	135	137	Original offense code	Must be in offense code table and have been in effect at time of issue date
Original IC number	11	138	148	Indiana code site for original offense	Required
Court fine	6	149	154	Fine imposed by court	No decimal. Last 2 digits are cents. \$10 would be 001000
Court costs	6	155	160	Court costs to be paid by driver	No decimal. Last 2 digits are cents. \$10 would be 001000
Reduced offense	3	161	163	Reduced offense code	If not blank, then must be in offense code table and have been in effect at time of disposition date
Reduced IC number	11	164	174	Indiana code site for reduced offense	Required if reduced offense code provided
Issue date	6	175	180	Date citation issued	Required, YYMMDD
Arrest time	4	181	184	Time of arrest	First two digits between 0 and 12, last two digits between 0 and 59
Arrest time AM/PM	2	185	186	Was time of arrest AM or PM	AM or PM
Arrest county	2	187	188	Number of county where arrest occurred	Only required if offense type is OWI, 0-92
Speed	3	189	191	Speed driver was driving	Required if offense type is speeding. Speed must be > value in Speed Limit field Optional
Speed limit	2	192	193	Speed limit where arrest occurred	Required if offense type is speeding Optional
BAC	2	194	195	Blood alcohol content	Required if offense type is OWI, Numeric, no decimal
DrugsChemical test	1	196	196	Drug indicator	Required if offense type is OWI, Y or N Refused, failed, drugs, if offense type is OWI this is required
Court finding	1	197	197	Court finding	Must be in court finding code table and have been in effect at disposition date
Court ID	5	198	202	Court identification	Must be in court table and have been in effect at disposition date
Case number	12	203	214	Case number assigned by court	Required
Disposition date	6	215	220	Court disposition date	Required, YYMMDD

Field	Length	Start position	End position	Description	Edits
Suspension time	3	221	223	Court ordered suspension time	
Suspension unit	1	224	224	Is suspension days or years?	D or Y
Probationary license	1	225	225	Did court issue a probationary license	Y or NN if offense is OWI type. What if the offense is not an OWI type?
Law enforcement ID	9	226	234	ID number of law enforcement agency that issued citation	
Certifying official	32	235	266	Name of certifying official	Required
Title of certifying official	5	267	271	Title of certifying official	Required
Prepared date	6	272	277	Date abstract was certified	YYMMDD, required
Stay time	4	278	281	Stay time granted by court	Numeric, cannot exceed suspension time. Only valid if offense type is OWI
Stay units	1	282	282	Days or Years	D or Y or blank if offense type not = OWI
CMV indicator	1	283	283	Was offense committed in commercial motor vehicle	Y or N (Will default to N)
Hazmat indicator	1	284	284	Were hazardous materials being transported when offense occurred	Y or N (will default to N)
Suspend from date	6	285	290	Court specifies date to begin suspension	Optional, YYMMDD
PC control #	20	291	310	Probable cause control number	Required for OWI type ticket
Uniform traffic ticket number	20	311	330	Uniform traffic ticket number	
Individual sited	1	331	331	Was driver or passenger sited	Value should be D or P
Vehicle Year	4	332	335	Vehicle model year	
Vehicle Make				Vehicle manufacturer	
Vehicle Color				Color of vehicle	
Finding basis	1			Finding was based on	
PC action	1				???Value must be in probable cause action code table, and be effective at date of court disposition.
Accident involved	1			Yes or No	Y or N
Deferment code	20	323	342	Code site that authorize deferment	Only valid if offense code is type "OWI" Courts can defer violations other than OWIs. If a deferment code is found, an Indiana code site must be provided (AL/BM) Must be a valid entry in the deferment code site code table. Entry must be in effect at date of court disposition.

Transmitting CATS Data

CATS Fixed File Format

INcite CATS Upload – log into INcite with your userid and password. Select CATS File Upload from the menu. Browse for your file on your hard drive. Press submit. The data will be processed and an Activity Report will be mailed to the court. Coming soon, the Activity Reports will be available in INcite the next day.

SFTP Server – send user name, court ID, mailing address, email address, phone number, and fax number to the Indiana Office of Technology (IOT) requesting an SFTP userid and county directory to be set up. IOT will send the userid and password to the user. It is recommended that you use a third party SFTP Guided User Interface (GUI) such as FileZilla, WinSCP, etc. These can be downloaded from the Internet. The name of the host is sftp.IN.gov and the public IP address is 199.8.62.196. SFTP uses port 22 and you will need to verify that this outbound port is open. To send the file, log onto the SFTP server and transfer your file to your county directory.

Another option for accessing the SFTP server is to write a script that uses private and public keys for authentication. The public key will have to be sent to IOT to be placed on the directory.

XML File Format - Future

INcite CATS Upload – log into INcite with your userid and password. Select CATS File Upload from the menu. Browse for your file on your hard drive. Press submit. The data will be processed and an Activity Report will be mailed to the court. Coming soon, the Activity Reports will be available in INcite the next day.

SFTP Server – send user name, court ID, mailing address, email address, phone number, and fax number to the Indiana Office of Technology (IOT) requesting an SFTP userid and county directory to be set up. IOT will send the userid and password to the user. It is recommended that you use a third party SFTP Guided User Interface (GUI) such as FileZilla, WinSCP, etc. These can be downloaded from the Internet. The name of the host is sftp.IN.gov and the public IP address is 199.8.62.196. SFTP uses port 22 and you will need to verify that this outbound port is open. To send the file, log onto the SFTP server and transfer your file to your county directory.

Another option for accessing the SFTP server is to write a script that uses private and public keys for authentication. The public key will have to be sent to IOT to be placed on the directory.

General CATS Transmission Narrative

1. Case disposition and the need to send data to the BMV will be determined by the court.
2. The court will:
 - a. Transmit the SR-16 via INcite;
 1. Manually enter one SR16 at a time
 2. Load using INcite CATS File Upload
 - b. Utilize the secure file transfer protocol (SFTP) site.

Transmission and/or acceptance of data will have a deadline of 7:00PM each business day. Data received after that time will not be reflected on the driver's record until the next business day.

3. The Court Disposition Date is a key date. For FTA transactions, the indefinite suspension starts on this date. For Reopen, FTP, and Ticket Substitutes, the conviction is recorded as of this date.
4. An Activity Report will be generated for any activity processed on a given day detailing the number of transactions accepted for update as well as the transactions that could not be processed. Activity Reports will be mailed to the court. Coming soon, the Activity Report will be available online via INcite and can be mailed or faxed to the court. There are three categories on the Activity Report:
 - a. The first category shows all the transactions that processed through with no problems.
 - b. The second category shows transactions that could not be processed electronically. These transactions are printed out hard copy and processed manually by the BMV. No action is necessary by the court unless the BMV calls for assistance or clarification.
 - c. The third category shows transactions that were totally rejected by the system. These SR16s must be corrected by the court and re-submitted for processing.
5. Transaction data will be forwarded to a vendor to be transferred to a microfilm reel.
6. If a violation is received for an out of state driver, an SR-16 abstract of court record with the ACD codes on it will be printed and then forwarded to the driver's licensing state.
7. Non-pointable offenses (152) should only be sent to the BMV when a license suspension is involved.
8. All Deferrals should be sent electronically to Proslink. In the event they are not being sent to Proslink, they should be sent to the BMV.
9. If a defendant holding a CDL requests a copy of the SR16, the court should still send the SR16 to the BMV for processing.
10. When the BMV receives an SR16 requesting an FTA or FTP suspension, they will mail notice of the suspension to the defendant allowing them 2 weeks to resolve it. It will be a pending suspension during those 2 weeks and will not appear on the driver's record. After the 2 weeks, it will appear on the driver's record as an indefinite FTA or FTP suspension.

Court Abstract Activity Report

The STARS system Court Abstract Activity Report will list all SR16s received by the BMV for a given Transmission Date. Each SR16 will have one or more corresponding lines on the report. Some SR16s may have multiple result codes and descriptions listed that refer back to a single SR16. As an example, a single SR16 might be listed with a result code of '2-Edit Error on DLN' and 'J-Printed SR16' for the situation where the DLN on the SR16 was not 10 digits for an Indiana driver. In this scenario, despite the data problem, the BMV will still print a hardcopy SR16 as indicated by the 'J' code, and will attempt to manually process the SR16.

The result codes on the activity reports will fall into one of three categories listed below.

1. The BMV program has processed the SR16 with no problems:

- OK:RECORD PROCESSED WITH NO ERRORS – The SR16 was processed and driver record updated with no problems.

2. The BMV program is unable or unwilling to electronically process the SR16 all the way through, so a hardcopy SR16 will be printed and manually processed by the BMV. This is the case whenever the last result code for an SR16 is 'J-Printed SR16'. Nothing needs to be done unless the BMV calls you or returns the SR16 for clarification:

- 1:DLN NOT FOUND - The SR16 had an Indiana drivers license number that was not found in the Bureau's database. This code will be followed by a code of 'J' with a hardcopy SR16 printed and manually processed by the Bureau. The '1' result code will be accompanied by the following message:
 - IN DL NUMBER XXXXXXXXXXXX NOT LOCATED, where XXXXXXXXXXXX is the Indiana DL Number submitted with the SR16
- 2:EDIT ERROR ON DLN - The SR16 had an Indiana drivers license number that was not 10 numeric digits. This code will be followed by a code of 'J' with a hardcopy SR16 printed and manually processed by the Bureau. The '2' result code will be accompanied by the following message:
 - EDIT ERROR ON IN DLN XXXXXXXXXXXX, NOT 10 DIGITS, where XXXXXXXXXXXX is the Indiana DL Number submitted with the SR16
- 3:EDIT ERROR ON NAME - The SR16 had a first, middle, or last name that did not match the BMV drivers record. This code will be followed by a code of 'J' with a hardcopy SR16 printed and manually processed by the Bureau. The '3' result code will be accompanied by any of the following messages:
 - FIRSTNAME XXX PROVIDED DOES NOT EQUAL FIRSTNAME YYY ON RECORD, where XXX is the First Name submitted with the SR16 and YYY is the First Name on the BMV drivers record
 - LASTNAME XXX PROVIDED DOES NOT EQUAL LASTNAME YYY ON RECORD, where XXX is the Last Name submitted with the SR16 and YYY is the Last Name on the BMV drivers record
- 4:EDIT ERROR ON DOB - The SR16 had an invalid date for the date of birth or a date of birth that was not in a valid 'YYMMDD' format. This code will be followed by a code of 'J' with a hardcopy SR16 printed and manually processed by the Bureau. The '4' result code will be accompanied by the following message:
 - INVALID DATE OF BIRTH = XXXXXX, where XXXXXX is the date of birth submitted with the SR16
- 5:DLN/DOB MISMATCH - The SR16 had a date of birth that did not match the Bureau's database. This code will be followed by a code of 'J' with a hardcopy SR16 printed and manually processed by the Bureau. The '5' result code will be accompanied by the following message:
 - DOB YY/YY/YY DOES NOT EQUAL REPORTED DOB XX/XX/XX, where XXXXXX is the Date Of Birth submitted with the SR16 and YY/YY/YY is the Date Of Birth on the BMV drivers record
- 11:DRIVER STATUS IS CANCELLED - The drivers license is flagged as cancelled. This code will be followed by a code of 'J' with a hardcopy SR16 printed and manually processed by the Bureau. The '11' result code will be accompanied by the following message:
 - IN DLN XXXXXXXXXXXX IS CANCELLED, where XXXXXXXXXXXX is the Indiana DL Number submitted with the SR16
- 12:DRIVER STATUS IS FRAUDULENT - The drivers license is flagged as fraudulent. This code will be followed by a code of 'J' with a hardcopy SR16 printed and manually processed by the Bureau.
- 23:NO FTA SUSPENSION FOUND – A Reopen SR16 being processed did not match up to any existing FTA suspension.
- 26:SR17 PRINTED – A hardcopy SR17 will be printed and will be manually processed.

- A:OOS DLN; IN STATE - The SR16 had a value for the out-of-state drivers license number, but also had a conflicting value of 'IN' for the drivers license state.
- B:IN DLN; OOS STATE > STATE IS NOT IN BUT IN DLN PROVIDED - The SR16 had a value for the in-state drivers license number, but did not have a value of 'IN' for the drivers license state. This code will be followed by a code of 'J' with a hardcopy SR16 printed and manually processed by the Bureau.
- C:OOS DLN MISSING > STATE IS NOT IN BUT NO OOS DLN PROVIDED - The out-of-state drivers license is missing. This code will be followed by a code of 'J' with a hardcopy SR16 printed and manually processed by the Bureau.
- G:DEFER FIND-SR16 PRINTED - The SR16 has a finding of deferred. It will be manually processed and added to the drivers history actions where the Bureau can see it, but the public and/or insurance companies will not be able to see it. This code will be followed by a code of 'J' with a hardcopy SR16 printed and manually processed by the Bureau.
- J:PRINT SR16 AND FORWARD TO DISR > PRINTED SR16 - The SR16 was for an out-of-state driver or had information for license number, name, and/or date of birth that did not match the Bureau's records, or the drivers license is flagged as cancelled or fraudulent, or the case number was missing. The Bureau will attempt to manually process the SR16 and figure out what part of the provided information doesn't match their records.
- OF:OFFENSE NOT PROCESSED BY CATS, SR16 PRINTED - The original or reduced offense code is not currently processed by CATS. The SR16 was printed for manual entry.
- S:SR16/PC PREVIOUSLY RECORDED - The SR16 was for a court, case number, and BMV offense code that is believed to be already on the Bureau's database. The possible duplicates will be worked by the BMV to double-check that it is a duplicate. The 'S' result code will be accompanied by any of the following messages:
 - POSSIBLE DUPLICATE CITATION
 - DUPLICATE SUSPENSION MATCH FOR FTA
 - POSSIBLE DUPLICATE INSURANCE OFFENSE
 - MATCHING SUSPENSION ALREADY ON FILE
 - FTA PREVIOUSLY RECORDED
- Y:FTP UNDER REVIEW - The SR16 was a Payment abstract type, but did not match up exactly to any FTP suspension. A hardcopy SR16 will be printed and manually processed to attempt to match it up to an FTP suspension. If no FTP suspension is found, it will be entered as a citation in the Bureau's database.
- ZZ:UNKNOWN MISCELLANEOUS - A miscellaneous error of an unknown type occurred. This code will be followed by a code of 'J' with a hardcopy SR16 printed and manually processed by the Bureau. The 'ZZ' result code will be accompanied by any of the following messages:
 - ERROR CLOSING EXISTING SUSPENSION: TIMEOUT EXPIRED. THE TIMEOUT PERIOD ELAPSED PRIOR TO COMPLETION OF THE OPERATION OR THE SERVER IS NOT RESPONDING
 - ERROR SAVING CITATION: CI-5097: THE FINDING MUST BE GUILTY OR DEFERED.
 - ERROR SAVING CITATION: OFFENSE CODE XXX: POSSIBLE DUPLICATE INSURANCE OFFENSE, where XXX will be 127, 156, or 151
 - ERROR SAVING CITATION: CI-5066 DISPOSITION DATE CANNOT BE LESS THAN OFFENSE DATE
 - ERROR SAVING CITATION: VA-5113: VALIDATION EXCEPTION: EXPIRATION DATE CANNOT BE EARLIER THAN EFFECTIVE DATE
 - ERROR SAVING CITATION: 0: AN UNKNOWN ERROR HAS OCCURRED

3. The BMV program has totally rejected the SR16. Please fix the data and resubmit:

- 0:CMV INDICATOR ERROR - The SR16 had an invalid value for the Commercial Motor Vehicle indicator. This indicator can be either 'N' or 'Y'. If the Hazmat indicator is 'Y', then the CMV indicator must be 'Y'.
- 6:PC FORMAT ERROR - There is a format error with the probable cause.
- 8:INVALID ARREST TIME - The arrest time is invalid.
- 9:INVALID DRIVER LICENSE STATE - The driver license state is invalid. This code will be followed by a code of 'J' with a hardcopy SR16 printed and manually processed by the Bureau. The '9' result code will be accompanied by the following message:
 - INVALID STATE = XX, where XX is the license state code submitted with the SR16
- 10:NO CONTROL RECORD FOUND - All CATS files that do not come through INcite must have a control record as the first record.
- 13:ARRESTING OFFICER IS MISSING - The arresting officer is missing.
- 14:BAC IS MISSING - The BAC should be from '00' to '99', but it is missing.
- 15:CASE NUMBER IS MISSING - The case number is missing.
- 16:INVALID ORIGINAL OFFENSE CODE - The original BMV offense code is invalid and should range from '001' to '215'. Additionally, it cannot be any of the offense codes that the BMV does not accept electronically. The '16' result code will be accompanied by the following message:

- CATS DOES NOT PROCESS XXX, where XXX is the BMV offense code submitted with the SR16
- 17:NON-NUMERIC COURT COSTS – The court cost is not numeric.
- 18:STAY TIME LONGER THAN SUSPENSION – The stay time cannot be greater than the suspension time.
- 19:OFFENSE REQUIRES SUSPENSION – A suspension time is required for this offense.
- 20:COURT ORDERED SUSPENSION LESS THAN STATUTE – Suspension time invalid.
- 21:COURT ORDERED SUSPENSION LONGER THAN STATUTE – Suspension time invalid.
- 22:PRIOR FTP PAYMENT RECORD FOUND – A Payment record indicating both judgment and payment is already on file for this case/offense combination. The only valid subsequent SR16 would be an Amendment SR16.
- 24:PC OFFENSE CODE IS NOT OWI – The offense code submitted for the probable cause is not an OWI offense.
- 25:CITATION NOT FOUND FOR 17 – A citation is not on file to match the SR17.
- 27:INTERLOCK DURATION REQUIRED – An interlock duration greater than zero is required.
- 28:INVALID INTERLOCK DATE RANGE – The interlock date range is invalid.
- 29:CITATION NOT FOUND FOR STAYED ABSTRACT – A citation is not on file to match the stayed abstract.
- 30:INVALID ABSTRACT TYPE – The abstract type is invalid. It must be ‘P’-FTP, ‘F’-FTA, ‘N’-Payment, ‘R’-Reopen, ‘T’-Ticket Substitute, ‘H’-Hearing Pending or ‘A’-Amendment.
- D:INVALID CONV OFFENSE/RED OFF > ORIGINAL OFFENSE NOT PROVIDED - The SR16 has a nonvalid BMV offense code for either the original offense or the amended offense. Although the 3 digit BMV offense code should range from ‘001’ to ‘215’, there are several offenses within this range that the BMV does not accept electronically, such as OWI offenses. Check the BMV offense listing to see which offenses are available to be submitted electronically to the CATS system. This error code also occurs when the original offense equals the amended offense. The only valid time that this can occur is when it is a speeding offense (‘032’ or ‘100’).
- DF:INVALID DEFERRED CODE SITE – The deferred code site is invalid.
- DS:DISPOSITION DATE LATER THAN CURRENT DATE – The disposition date cannot be a date in the future.
- E:INVALID ISSUE DATE - The SR16 had an invalid date for the offense date or an offense date that was not in a valid ‘YYMMDD’ format. The offense date cannot be in the future, nor can it be before the date of birth, or after the court disposition date, or after the abstract certification date.
- EX:OFFENSE CODE IS EXPIRED – The offense code sent in by the court was expired before the offense date of the citation.
- F:NON-NUMERIC FINE – The value for fine is not numeric.
- H:INVALID FINDING - The SR16 had an invalid finding code. Finding must be ‘G’-Guilty, ‘N’-Not guilty, ‘D’-Dismissed, ‘T’-Deferred, or ‘P’-not Prosecui for all SR16 abstract types except an FTA. For an FTA abstract type, the finding must be blank.
- HZ:INVALID HAZMAT INDICATOR - The SR16 had an invalid value for the Hazmat indicator. This indicator can be either ‘N’ or ‘Y’.
- I:INVALID COURT/CASE NUMBER - The SR16 had an invalid 5 character court code.
- K:INVALID COURT DISPOSITION DATE - The SR16 had an invalid date for the court disposition date or a court disposition date that was not in a valid ‘YYMMDD’ format. The court disposition date cannot be in the future, nor can it be before the offense date or after the abstract certification date. This code will be followed by a code of ‘J’ with a hardcopy SR16 printed and manually processed by the Bureau. The ‘K’ result code will be accompanied by the following message:
 - INVALID DISPOSITION DATE = XX/XX/XX, where XX/XX/XX is the court disposition date submitted with the SR16
- L:INVALID SUSPENSION ORDERED TIME/UNIT - The SR16 had a suspension ordered time that was not numeric or not valid for the type of finding. It is only valid to have a suspension ordered time and suspension ordered units for a finding of Guilty or Deferred.
- M:INVALID STAY TIME/UNIT - The SR16 had an invalid value of suspension ordered units when the suspension ordered time was greater than zero. The suspension ordered units should have been either ‘D’-Days or ‘Y’-Years.
- N:INVALID PROBATIONARY LICENSE INDICATOR - The SR16 had a probationary license indicator that was not blank, ‘N’, or ‘Y’ for an FTA abstract type, or not blank or ‘N’ for all other abstract types.
- NPC:NO PROBABLE CAUSE NUMBER – The probable cause number was missing.
- O:SIGNATURE/TITLE MISSING > CERTIFYING OFFICIAL OR TITLE NOT PRESENT - The SR16 had a blank abstract certification signature or abstract certification title. This code will be followed by a code of ‘J’ with a hardcopy SR16 printed and manually processed by the Bureau.
- P:INVALID PREPARATION DATE > PREPARED DATE NOT PROVIDED - The SR16 had an invalid date for the abstract certification date or an abstract certification date that was not in a valid ‘YYMMDD’ format. The abstract certification date cannot be in the future, nor can it be before the date of birth, offense date, or court disposition date. This code will be followed by a code of ‘J’ with a hardcopy SR16 printed and manually processed by the Bureau.

- PD:PENDING DOCUMENT FOR THIS CASE – There is a pending document for this case number.
- PY:PAYMENT NOTICE RECEIVED, NO MATCHING FTP TO CLOSE – A payment notice was received by the BMV but no matching FTP suspension was found to cancel or close.
- Q:DUI ADDRESS MISSING - Not used at this time.
- R:INVALID ADDRESS - The SR16 had a blank street address, city, or state or an invalid 2 character code for the address state.
- T:INVALID OFFICER/COURT INDICATOR - Not used at this time.
- TP:REOPEN RECEIVED, NO FTA ON FILE, MATCHING FTP ON FILE – No matching FTA suspension for a reopen record, but a matching FTP suspension was found.
- U:INVALID PC TYPE – The probable cause type is invalid.
- V:ARRESTING AGENCY MISSING – The arresting agency is missing.
- W:IC NUMBER MISSING - The SR16 had an original offense IC cite or an amended offense IC cite that was blank and should have instead had a value to correspond with the original or amended BMV offense code.
- X:INVALID DRUG INDICATOR – The drug indicator is invalid. It should be ‘N’ or ‘Y’.
- Z:UNAUTHORIZED TRANSACTION - This code is only used for St. Joseph SR16s. It is set when the SR16 from St. Joseph is an FTP, or the SR16 from St. Joseph has a finding other than Guilty, Dismissed, or Non-Pointable, or the suspension ordered time is greater than zero.

Security Requirements

INcite runs on a secure server and requires an authorized userid and password. Access is managed by the Judicial Technology and Automation Committee (JTAC).

Secure File Transfer Protocol (SFTP) transactions will also be transferred via a secure server and requires an authorized userid and password. Access is managed by both the BMV and the Judicial Technology and Automation Committee (JTAC).

Backup and Recovery

All data transmitted via INcite is captured in a SQL server database which is backed up on a daily basis.

All data transmitted via the SFTP server is kept for one week in the event any reprocessing needs to occur.

All SR16 data is processed and stored on the BMV drivers’ database which is backed up daily and incrementally throughout the day.

All data uploaded via INcite is replicated across multiple nodes so data can be retrieved if a node fails.

All SR16 transaction data will be forwarded to a vendor to be transferred to a microfilm reel.

For additional information on backup and recovery procedures see the Indiana Office of Technology Control 10.5.1.